



**MONTHLY COUNCIL MEETING
WEDNESDAY, FEBRUARY 21, 2024, 7:00 P.M.
REMINGTON TOWN COUNCIL
105 E MAIN ST
REMINGTON, VA 22734**

MEETING AGENDA

I. CALL TO ORDER OF TOWN COUNCIL, RECOGNITION OF TOWN COUNCIL, STAFF AND GUESTS

II. PLEDGE OF ALLEGIANCE

III. CITIZEN'S TIME

IV. CONSENT AGENDA

- Utility Billing Report
- Bill Listing
- Meeting Minutes

V. NEWSLETTER BULLETS

VII. STAFF REPORTS

- A. Town Superintendent
- B. Town Clerk/Treasurer
- D. Town Administrator
- E. Police Chief

VIII. COMMITTEE REPORTS

A. PERSONNEL/POLICE

Chair: Tiffany

Member: Heflin

C. FINANCE

Chair: Heaney

Member: Butler-Lewis

IV. UNFINISHED BUSINESS

- Be the one program
- Community Funding Project request
- Cemetery Fee Increase recommendation
- Tax relief RVFRD volunteers
- Main Street Conference
- Town and County Liaison appointments
- Grant mailing

X. NEW BUSINESS

XI. CLOSED SESSION AS NEEDED

XII. ADJOURNMENT

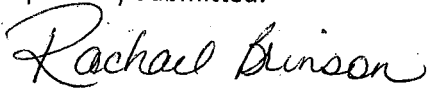
UTILITY BILLING REPORT

AS OF January 31, 2024

Water Billing

Balance forward from previous month end.....	\$	41,365.89
Late fees assessed January 21st.....	\$	1,039.48
Water billing for January 2024.....	\$	26,632.36
Manual bills.....	\$	75.00
Final Bills.....	\$	212.16
Total Due	\$	69,324.89
Payments 1/1/2024 through 1/31/2024.....	\$	24,875.83
OverPayments (OPA) 1/1/24 through 1/31/2024.....	\$	4,380.47
Applied deposits 12/31/24.....	\$	143.27
Manual payments.....	\$	
Balance to collect as of 1/31/2024	\$	39,925.32
Monthly Billing Balance Due.....	\$	28,755.45
Past due	\$	11,169.87
	\$	39,925.32

Respectfully Submitted:



Rachael Brinson, Clerk/Treasurer

2/1/2024

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Check/Paid Supply List

Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

Date From: 1/1/2024 To 1/31/2024

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Check Number	Check Date	Vendor	Bank	Desc	Check Amount
29007	01/09/2024	POSTMASTER	11	AP Checks 29007 - 29	\$366.03
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$366.03
29008	01/09/2024	UNIVERITY OF VIRGINIA	11	AP Checks 29007 - 29	\$5,500.00
		Departments			
		318		Undefined Dept - 318	\$5,500.00
29010	01/24/2024	CHARLES T. PROFFITT	11	AP Checks 29009 - 29	\$52.45
		Departments			
		419		POLICE DEPARTMENT	\$52.45
29011	01/24/2024	F/C FLEET MAINTENANCE	11	AP Checks 29009 - 29	\$593.13
		Departments			
		415		OTHER FEES	\$241.17
		419		POLICE DEPARTMENT	\$153.51
		411		REPAIRS & MAINTENANCE	\$198.45
29025	01/10/2024	AT&T MOBILITY	11	AP Checks 29025 - 29	\$250.38
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$250.38
29026	01/10/2024	BUTLER & EICHER	11	AP Checks 29025 - 29	\$75.00
		Departments			
		415		OTHER FEES	\$75.00
29027	01/10/2024	CABLING SYSTEMS, INC.	11	AP Checks 29025 - 29	\$297.00
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$297.00
29028	01/10/2024	COMCAST COMMUNICATIONS	11	AP Checks 29025 - 29	\$686.66
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$488.73
		419		POLICE DEPARTMENT	\$197.93
29029	01/10/2024	DENISE SANDLIN	11	AP Checks 29025 - 29	\$2,700.00
		Departments			
		414		PROFESSIONAL FEES	\$2,700.00
29030	01/10/2024	DMV	11	AP Checks 29025 - 29	\$125.00
		Departments			
		332		INTEREST & PENALTIES	\$125.00
29031	01/10/2024	DOMINION ENERGY VIRGINIA	11	AP Checks 29025 - 29	\$791.50
		Departments			
		415		OTHER FEES	\$54.92
		420		STREETS,LIGHTS& SIDEWALKS	\$736.58
29032	01/10/2024	F/C FLEET MAINTENANCE	11	AP Checks 29025 - 29	\$691.97

Check/Paid Supply List

Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

Date From: 1/1/2024 To 1/31/2024

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Check Number	Check Date	Vendor	Bank	Desc	Check Amount
		Departments			
		415		OTHER FEES	\$105.93
		419		POLICE DEPARTMENT	\$160.05
		411		REPAIRS & MAINTENANCE	\$371.41
		412		UTILITIES	\$54.58
29033	01/10/2024	FCWSA	11	AP Checks 29025 - 29	\$176.18
		Departments			
		419		POLICE DEPARTMENT	\$20.27
		412		UTILITIES	\$155.91
29034	01/10/2024	FIDELITY POWER SYSTEMS	11	AP Checks 29025 - 29	\$1,955.00
		Departments			
		411		REPAIRS & MAINTENANCE	\$1,955.00
29035	01/10/2024	FORGET ME NOT FLOWERS	11	AP Checks 29025 - 29	\$92.98
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$92.98
29036	01/10/2024	GROVES HARDWARE, LLC	11	AP Checks 29025 - 29	\$121.26
		Departments			
		417		OTHER EXPENSES	\$34.99
		411		REPAIRS & MAINTENANCE	\$33.28
		404		Undefined Dept - 404	\$52.99
29037	01/10/2024	IPITOMY	11	AP Checks 29025 - 29	\$93.41
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$93.41
29038	01/10/2024	JOINER MICRO LABORATORIES, INC	11	AP Checks 29025 - 29	\$99.00
		Departments			
		410		WATER EXPENDITURES	\$99.00
29039	01/10/2024	K&M LAWN & GARDEN	11	AP Checks 29025 - 29	\$148.96
		Departments			
		411		REPAIRS & MAINTENANCE	\$148.96
29040	01/10/2024	MINNESOTA LIFE	11	AP Checks 29025 - 29	\$50.40
		Departments			
		401		SALARIES & WAGES	\$50.40
29041	01/10/2024	MP COPIERS, INC.	11	AP Checks 29025 - 29	\$297.21
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$297.21
29042	01/10/2024	ODP SOLUTIONS	11	AP Checks 29025 - 29	\$217.84
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$217.84

Check/Paid Supply List

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Date From: 1/1/2024 To 1/31/2024

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Check Number	Check Date	Vendor	Bank	Desc	Check Amount
29043	01/10/2024	TRUIST GOVERNMENTAL FINANCE	11	AP Checks 29025 - 29	\$3,300.50
		Departments			
		451		Undefined Dept - 451	\$3,300.50
29044	01/10/2024	USA BLUE BOOK	11	AP Checks 29025 - 29	\$299.10
		Departments			
		410		WATER EXPENDITURES	\$299.10
29045	01/10/2024	VUPS	11	AP Checks 29025 - 29	\$16.50
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$16.50
29060	01/24/2024	ODP SOLUTIONS	11	AP Checks 29009 - 29	\$57.75
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$57.75
29061	01/24/2024	POSTMASTER	11	AP Checks 29009 - 29	\$616.32
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$199.68
		410		WATER EXPENDITURES	\$416.64
29062	01/24/2024	RACHAEL BRINSON	11	AP Checks 29009 - 29	\$32.35
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$32.35
29063	01/24/2024	RAPPAHANNOCK STATION, INC	11	AP Checks 29009 - 29	\$5.88
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$5.88
29064	01/24/2024	THE SCYLLA GROUP, INC.	11	AP Checks 29009 - 29	\$690.40
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$690.40
29065	01/24/2024	TRUIST BANK	11	AP Checks 29009 - 29	\$1,315.56
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$988.67
		429		REIMBURSEABLE EXPENSES	\$16.79
		411		REPAIRS & MAINTENANCE	\$277.62
		404		Undefined Dept - 404	\$32.48
29066	01/24/2024	USA BLUE BOOK	11	AP Checks 29009 - 29	\$157.87
		Departments			
		410		WATER EXPENDITURES	\$157.87
29067	01/24/2024	VACORP	11	AP Checks 29009 - 29	\$77.64
		Departments			
		401		SALARIES & WAGES	\$77.64
29068	01/24/2024	VUPS	11	AP Checks 29009 - 29	\$15.75

Check/Paid Supply List

Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

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Check Number	Check Date	Vendor	Bank	Desc	Check Amount
Departments					
413		GENERAL & ADMIN EXPENSES			\$15.75
Number of Checks		34	Total Checks		\$21,966.98

REGULAR MONTHLY COUNCIL MEETING
Remington Town Council
Monday, January 17, 2024, 7:00pm
Remington Town Hall
105 E Main St
REMINGTON, VA 22734

Mayor William Polk Jr called the meeting to order at 7:00pm

Town Council Members Present: Morgan Butler-Lewis
Stanley Heaney
Richard Heflin
Veronica Meadows
Susan Tiffany

Town Staff Present: Town Administrator – David F. Burrelli
Town Attorney - Andrea G. Erard-Virtual
Town Clerk/Treasurer – Rachael R. Brinson
Chief of Police - Charles T. Proffitt
Town Superintendent - James Steward
Denise Sandlin – Town Accountant -Virtual

Mayor Polk introduced each person in attendance and invited everyone to stand for the Pledge of Allegiance.

Guests Present: Butch Grimsley-RVFRD, Lisa Shultz, Jay Pinsky, Brenn Pinsky

Council member Heaney motioned to appoint Council member Heflin as Vice Mayor and Council Member Tiffany as recorder. Council Member Tiffany seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

CITIZEN TIME

Butch Grimsley- RVFRD spoke regarding the potential lot donation from the RVFRD. Lisa Shultz spoke regarding town drainage concerns, Jay Pinsky – American Legion Post 247 spoke regarding a joint program with the American Legion Post 247 and the Town of Remington called, Be the One.

CONSENT AGENDA

Mayor Polk asked for any questions for the consent agenda.

Council member Meadows motioned to adopt the Consent Agenda consisting of meeting minutes, utility billing and bill listing as presented. Council Member Tiffany seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

STAFF REPORTS

Town Superintendent

Superintendent Steward requested that council look at a policy regarding safety boots. He then spoke regarding the cemetery fees and a price increase for mowing of the cemetery. Council member Heflin asked for an update on the Mill Street Paving and VDOT.

Council member Tiffany motioned to approve the fee increase for mowing of the cemetery to \$450 a mowing. Council Member Heflin seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

TOWN CLERK/TREASURER

Council member Meadows motioned approve the draft 2024-2024 council meeting schedule as presented. Council Member Tiffany seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

Clerk Brinson spoke regarding her report. She stated the Virginia Cigarette Tax Authority erroneously included an out-of-town store and would be deducting the amount from the next deposit.

Clerk Brinson then stated that she had received a full grant and admittance to the LEAD program through Weldon Cooper and asked for permission to attend.

Council member Tiffany motioned approve Clerk Brinson to attend the LEAD program. Council Member Meadows seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

Clerk Brinson asked if council would like to renew the DMV radio advertisement. Council consensus was to renew for 6 months. She then reminded council of the planning commission vacancy. She then expressed her concern with Thrasher Engineering.

Clerk Brinson informed council that previously there was discussion of a tax break for RVFRD volunteers and due to COVID, the topic was dropped from the agenda, and she would be adding back to the next agenda.

TOWN ADMINISTRATOR

Administrator Burrelli spoke in detail regarding his administrator report included in the council packet. He stated the Army Corp of Engineers would be sending a representative to meet with the town regarding flood mitigation. He informed council that he was working on the flood plain ordinance. Administrator Burrelli presented a question regarding pay during a weather-related closing and employees being required to come in to work to prepare the parking lot, etc. The recommendation was that the personnel committee evaluate the current policy.

POLICE CHIEF

Chief Proffitt spoke regarding his report included in the council packet. He stated the dues for Academy dues would increase 3% for the next year. He asked for council permission to attend the Chiefs Conference. The council consensus was agreement for Chief Proffitt attend the conference and allow use of the police vehicle.

COMMITTEE REPORTS

PERSONNEL/POLICE COMMITTEE: Chair: Tiffany Member: Heflin

Council member Tiffany shared that the new DMV employee had started and was doing well.

FINANCE COMMITTEE: Chair: Heaney Member: Butler

Council member Heaney stated the finance committee had met and most was on par for the year.

UNFINISHED BUSINESS

Council reviewed the draft RFP. There was a lengthy discussion.

Council member Heflin motioned approve the draft RFP contingent upon town attorney approval with the deadline for bids due to be closed on March 8, 2024. Council Member Tiffany seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

Attorney Erard stated the need for 2 joint public hearings with the planning commission for the dentist rezoning and the other for the cabinet shop in Remington. She also stated that a public hearing for dominion franchise and flood plain

ordinance and potentially an ordinance regarding campers in front yards and cemetery fees. She asked for confirmation of a quorum on February 21, 2024 for a public hearing.

Clerk Brinson presented a quote for computer upgrade for the 10-year-old police department.

Council member Tiffany motioned to approve the purchase of a computer and printer at a cost of approximately \$1500. Council Member Butler-Lewis seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving

NEW BUSINESS

Council member Heflin presented a draft definition of coalition 2024. He suggested a separate mailing to residents of the town to explain the VHCD project and management team and who the town is looking to form a coalition with.

Council member Heflin then discussed the town and county liaison committee. He stated that the mayor and town administrator had been attending since March of 2023. He stated that the term for representatives needed to be confirmed. He reminded council that items asked on behalf of the town needed to be brought before council prior to requesting as well as appointments to committees needed to be made by council.

With no further business before the Council, Council member Tiffany motioned to adjourn with a second by Council Member Meadows. The motion carried.

Ayes: Butler-Lewis, Heflin, Loving, Meadows,

Nays: 0

Abstain: 0

Absent: Loving

The meeting recessed at 7:55 pm.

Richard Heflin, Vice- Mayor

Susan L. Tiffany, Recorder



Cash Balance Report

Period Ending 1/31/2024

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	Bank Information	Balance
11	Operating Checking (7281) Acct#- 7281	\$144,523.67
12	Operating Deposit (0856) Acct#- 0856	\$1,266,484.16
14	WATER-LGIP-#2236801 Acct#- 2236801	\$6,311.01
15	TFB CD 103847 - 01/02/2023 Acct#- 103847	\$0.00
16	TFB CD 101432 - 07/27/2024 Acct#- 101432	\$10,008.23
20	TFB CD 11951 - 07/25/2022 Acct#- 11951	\$0.00
21	TFB CD 11948 - 12/01/2022 Acct#- 11948	\$0.00
22	TFB CD 11945 - 07/27/2022 Acct#- 11945	\$0.00
23	TFB CD 17855 -07/27/2022 Acct#- 17855	\$0.00
27	TFB CD 102734 - 12/01/2022 Acct#- 102734	\$0.00
33	Cemetery Trust Fund Inves Acct#- 0782	\$452,035.08
34	Cash Mgmt Acct Acct#- 0856	\$0.00
35		\$40,000.00
36		\$40,000.00
37		\$40,000.00
38		\$40,000.00
39		\$45,000.00
40		\$45,000.00

Total Cash Balance:	\$2,129,362.15
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GL Balance Sheet
Period Ending 1/31/2024

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10 General Fund

Asset

10-100-04 Petty Cash	\$1,150.00
10-101-01 General - Checking Account	\$22,143.93
10-101-03 General-Deposit Account	\$134,688.84
Total	\$157,982.77

Liability

10-200-01 Accts Payable	\$3,019.08
10-210-03 Withheld Federal Taxes	\$185.82
10-210-05 Withheld Retirement	-\$321.92
10-210-07 Withheld Retirement	\$92.12
10-280-00 Tax Prepayments	\$479.24
10-290-01 Unrestricted Fund Reserve	-\$76,095.49
Current Fund Balance Adjustment	-\$47,770.94
P/Y Fund Balance Adjustment	\$278,394.86
Total	\$157,982.77

GL Balance Sheet
Period Ending 1/31/2024

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20 DMV Fund

Asset

20-100-04 Petty Cash	\$50.00
20-100-07 Cash Drawer	\$250.00
20-101-01 DMV - Checking Account	\$11,518.36
20-101-03 DMV - Deposit Account	\$123,690.64
Total	\$135,509.00

Liability

20-200-01 Accounts Payable	\$535.86
20-210-01 Withheld SS	-\$1.76
20-210-05 Withheld Retirement	\$365.22
20-210-07 Withheld Retirement	\$66.34
20-290-01 Unrestricted Fund Reserve	\$101,488.65
Current Fund Balance Adjustment	-\$1,191.21
P/Y Fund Balance Adjustment	\$34,245.90
Total	\$135,509.00

GL Balance Sheet
Period Ending 1/31/2024

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40 Water Fund

Asset

40-100-04 Petty Cash	\$208.40
40-100-11 LGIP#2236801	\$6,311.01
40-100-14 TFB CD #101432 Matures 07/27/2024	\$10,008.23
40-100-25 Oakview CD #1-12M-(matures 5-15-2024)	\$40,000.00
40-100-26 Oakview CD #2 12M-(matures 5/15/2024)	\$40,000.00
40-100-27 Oakview CD #3-18M (matures 11/15/2024)	\$40,000.00
40-100-28 Oakview CD#4-18M-(matures 11/15/2024)	\$40,000.00
40-100-29 Oakview CD-#5-23M- (matures 4/15/2025)	\$45,000.00
40-100-30 Oakview CD #6-23M (matures 4/15/2025)	\$45,000.00
40-101-01 Water-Checking Account	\$5,881.49
40-101-03 Water-Deposit Account	\$684,695.53
Total	\$957,104.66

Liability

40-200-01 Accounts Payable	\$2,472.31
40-210-05 Withheld Retirement	\$634.21
40-210-07 Withheld Retirement	\$117.88
40-250-00 Refundable Deposits	\$43,130.72
40-250-01 Water Deposit Prepayment	\$5,039.60
40-290-01 Unrestricted Fund Reserves	\$781,920.42
Current Fund Balance Adjustment	\$13,087.87
P/Y Fund Balance Adjustment	\$110,701.65
Total	\$957,104.66

GL Balance Sheet
Period Ending 1/31/2024

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60 Cemetery Fund

Asset

60-101-01 Cemetery-Checking Account	\$22,737.59
60-101-03 Cemetery-Deposit Account	\$5,868.32
Total	\$28,605.91

Liability

60-200-01 Accounts Payable	\$393.64
60-290-01 Unrestricted Fund Balance	\$11,848.64
Current Fund Balance Adjustment	\$16,669.22
P/Y Fund Balance Adjustment	-\$305.59
Total	\$28,605.91

GL Balance Sheet
Period Ending 1/31/2024

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70 Cemetery Trust Fund		
Asset		
70-103-01 CEM TRUST FUND INV		\$452,035.08
	Total	\$452,035.08
Liability		
70-290-01 Unrestricted Fund Balance		\$369,581.90
Current Fund Balance Adjustment		-\$15,033.55
P/Y Fund Balance Adjustment		\$97,486.73
	Total	\$452,035.08

Budget vs Actual

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Period Ending 1/31/2024

10 General Fund							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
10-301-12 2012 Personal Property	0	0.00	0.00	2.96	2.96		
10-301-13 2013 Personal Property	0	0.00	0.00	11.84	11.84		
10-301-14 2014 Personal Property Taxes	0	0.00	0.00	42.06	42.06		
10-301-18-2018 Personal Prop Tax	0	35.76	35.76	38.66	38.66		
10-301-19 2019 Personal Property Tax	0	0.00	0.00	146.33	146.33		
10-301-20 2020 Personal Property	500	0.00	0.00	101.66	(398.34)	20%	
10-301-21 2021 Personal Property Tax	500	0.62	0.62	363.99	(136.01)	73%	
10-301-22 2022 Personal Property Tax	3,000	271.07	271.07	6,266.47	3,266.47	209%	
10-301-23 2023 Personal Property Tax	50,000	0.00	0.00	0.00	(50,000.00)		
10-302-22 2022 Real Estate Tax	1,500	383.63	383.63	1,964.18	464.18	131%	
10-302-23 2023 Real Estate Tax	83,000	12,431.98	12,431.98	12,431.98	(70,568.02)	15%	
10-302-24 2024 Real Estate Tax	0	0.00	0.00	5,106.00	5,106.00		
10-303-01 Sales Taxes	60,000	5,760.30	5,760.30	59,484.70	(515.30)	99%	
10-303-02 Utility Taxes	28,500	2,136.99	2,136.99	14,385.27	(14,114.73)	50%	
10-303-04 Rolling Rail Taxes	425	0.00	0.00	465.90	40.90	110%	
10-303-06 Meals Tax	41,000	4,531.20	4,531.20	32,454.37	(8,545.63)	79%	
10-303-07 Cigarette Tax	6,300	576.07	576.07	10,289.07	3,989.07	163%	
10-310-01 Business Licenses	20,000	30.00	30.00	120.00	(19,880.00)	1%	
10-310-02 Vehicle Decals	6,500	0.00	0.00	0.00	(6,500.00)		
10-310-03 Refuse Tipping Fees	540	45.00	45.00	315.00	(225.00)	58%	
10-310-04 Zoning Permits	2,000	75.00	75.00	1,150.00	(850.00)	58%	
10-313-54 Copier/Notary Income	30	0.00	0.00	5.00	(25.00)	17%	
10-319-01 Police Fines	5,000	428.75	428.75	3,320.16	(1,679.84)	66%	
10-319-04 Other Police Funding	2,000	950.00	950.00	3,408.10	1,408.10	170%	
10-319-05 Police-E Summons	20	(48.62)	(48.62)	0.00	(20.00)		
10-319-09 DMV Police Citation Stop Fee	0	25.00	25.00	75.00	75.00		
10-332-02 Interest & Penalties-Tax	1,650	203.07	203.07	1,701.83	51.83	103%	
10-332-03 Return Check Fees	300	0.00	0.00	0.00	(300.00)		

Budget vs Actual

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Period Ending 1/31/2024

10 General Fund	Description	Budget	MTD	QTD	YTD	Variance	Percent
10-332-04	Miscellaneous Income	200	0.00	0.00	5,707.20	5,507.20	2854%
10-332-05	DMV Stop Fee	0	(100.00)	(100.00)	(275.00)	(275.00)	
	Revenues Totals:	312,965	27,735.82	27,735.82	159,082.73	(153,882.27)	51%
Expenses							
10-401-01	Salaries & Wages	66,070	13,288.55	13,288.55	53,432.60	12,637.40	81%
10-401-02	FICA Tax Expense	4,096	623.26	623.26	3,181.89	914.11	78%
10-401-03	MEDICARE Tax Expense	958	192.32	192.32	775.10	182.90	81%
10-401-04	SUTA Tax Expense	170	5.66	5.66	45.46	124.54	27%
10-401-06	Health Insurance Expense	10,920	0.00	0.00	7,231.80	3,688.20	66%
10-401-07	Life Insurance Expense	800	129.30	129.30	698.98	101.02	87%
10-401-08	Retirement Expense	4,345	523.82	523.82	5,394.72	(1,049.72)	124%
10-401-10	Workers Compensation Ins	200	573.30	573.30	1,000.08	(800.08)	500%
10-401-47	Training & Seminars	0	0.00	0.00	255.00	(255.00)	
	SALARIES & WAGES Totals:	87,559	15,336.21	15,336.21	72,015.63	15,543.37	82%
10-411-20	R&M - Vehicles	950	569.86	569.86	2,972.00	(2,022.00)	313%
10-411-21	R&M - Equipment	1,200	1.50	1.50	279.56	920.44	23%
10-411-23	R&M Trash Truck	4,500	0.00	0.00	2,800.45	1,699.55	62%
10-411-24	R&M - Office Equipment	375	0.00	0.00	148.96	226.04	40%
10-411-25	R&M - Town Hall	1,023	40.00	40.00	2,398.59	(1,375.59)	234%
10-411-26	R&M - Parking Lot	600	48.00	48.00	752.26	(152.26)	125%
10-411-27	R&M - Tools & Supplies	850	0.00	0.00	948.80	(98.80)	112%
10-411-32	R&M - 105 Shop	450	13.33	13.33	754.64	(304.64)	168%
	REPAIRS & MAINTENANCE Totals:	9,948	672.69	672.69	11,055.26	(1,107.26)	111%
10-412-31	Utilities-Town Hall	1,750	1,076.89	1,076.89	5,526.57	(3,776.57)	316%
10-412-32	Utilities-105 Shop	600	81.13	81.13	898.92	(298.92)	150%
	UTILITIES Totals:	2,350	1,158.02	1,158.02	6,425.49	(4,075.49)	273%
10-413-40	Property Insurance	3,800	0.00	0.00	1,024.29	2,775.71	27%
10-413-41	General Advertising	1,400	0.00	0.00	0.00	1,400.00	

Budget vs Actual

TOWN OF REMINGTON
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Period Ending 1/31/2024

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10 General Fund	Description	Budget	MTD	QTD	YTD	Variance	Percent
10-413-42 Bank Service Charges		1,600	182.21	182.21	1,324.89	275.11	83%
10-413-44 Dues & Subscriptions		2,400	900.00	900.00	2,829.37	(429.37)	118%
10-413-45 Office Supplies		2,500	841.18	841.18	1,857.33	642.67	74%
10-413-46 Telephone		2,800	141.19	141.19	1,539.99	1,260.01	55%
10-413-47 Training & Seminars		3,500	408.18	408.18	2,550.63	949.37	73%
10-413-49 Interest Expense		0	0.00	0.00	56.66	(56.66)	
10-413-51 Miscellaneous Expense		0	673.47	673.47	3,334.43	(3,334.43)	
10-413-52 Software Support		8,100	595.80	595.80	6,937.17	1,162.83	86%
10-413-53 Software Expense		1,100	0.00	0.00	0.00	1,100.00	
10-413-54 Office Equipment		1,200	0.00	0.00	584.31	615.69	49%
GENERAL & ADMIN EXPENSES Totals:		28,400	3,742.03	3,742.03	22,039.07	6,360.93	78%
10-414-60 Legal Fees		8,500	0.00	0.00	0.00	8,500.00	
10-414-61 Audit Fees		6,000	0.00	0.00	0.00	6,000.00	
10-414-62 Accounting Fees		8,100	1,350.00	1,350.00	3,375.00	4,725.00	42%
PROFESSIONAL FEES Totals:		22,600	1,350.00	1,350.00	3,375.00	19,225.00	15%
10-415-70 Refuse Collection Expense		5,000	385.08	385.08	6,972.30	(1,972.30)	139%
10-415-72 Recycling Site Expense		1,250	147.66	147.66	677.79	572.21	54%
OTHER FEES Totals:		6,250	532.74	532.74	7,650.09	(1,400.09)	122%
10-417-79 Community Relations		3,100	0.00	0.00	3,950.19	(850.19)	127%
OTHER EXPENSES Totals:		3,100	0.00	0.00	3,950.19	(850.19)	127%
10-419-01 Salaries & Wages		69,878	7,620.00	7,620.00	45,456.80	24,421.20	65%
10-419-02 FICA Tax Expense		4,333	472.44	472.44	2,818.34	1,514.66	65%
10-419-03 MEDICARE Expense		1,012	110.50	110.50	659.25	352.75	65%
10-419-10 Workers' Compensation Ins		1,600	573.30	573.30	1,038.67	561.33	65%
10-419-11 Officers Liability Ins		4,000	0.00	0.00	3,453.29	546.71	86%
10-419-20 R&M - Vehicles		2,300	56.34	56.34	2,050.59	249.41	89%
10-419-21 R&M - Equipment		500	0.00	0.00	0.00	500.00	
10-419-22 R&M - Fuel		1,000	313.56	313.56	1,395.37	(395.37)	140%

Budget vs Actual

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Period Ending 1/31/2024

10- General Fund		Budget	MTD	QTD	YTD	Variance	Percent
Description							
10-419-30 Utilities		700	81.13	81.13	570.95	129.05	82%
10-419-32 R&M - 105		400	13.33	13.33	422.57	(22.57)	106%
10-419-40 Vehicle Insurance		1,200	0.00	0.00	380.18	819.82	32%
10-419-44 Dues & Subscriptions		350	0.00	0.00	0.00	350.00	
10-419-45 Office Supplies		150	52.45	52.45	138.46	11.54	92%
10-419-46 Telephone		3,300	0.00	0.00	1,594.62	1,705.38	48%
10-419-47 Training & Seminars		5,000	0.00	0.00	526.75	4,473.25	11%
10-419-52 Software Support		4,500	0.00	0.00	27.50	4,472.50	1%
10-419-55 Uniforms		300	0.00	0.00	0.00	300.00	
10-419-60 Legal Fees		6,000	130.00	130.00	610.00	5,390.00	10%
10-419-79 Community Relations		235	0.00	0.00	235.00	0.00	100%
POLICE DEPARTMENT Totals:		106,758	9,423.05	9,423.05	61,378.34	45,379.66	57%
10-420-26 R&M-Street Lgts&Sidewlks		3,500	0.00	0.00	0.00	3,500.00	
10-420-31 Electricity-Street Lights		8,500	0.00	0.00	2,207.24	6,292.76	26%
STREETS,LIGHTS& SIDEWALKS Totals:		12,000	0.00	0.00	2,207.24	9,792.76	18%
10-450-00 Capital Outlays		34,000	0.00	0.00	16,757.36	17,242.64	49%
CAPITAL OUTLAYS Totals:		34,000	0.00	0.00	16,757.36	17,242.64	49%
Expenses Totals:		312,965	32,214.74	32,214.74	206,853.67	106,111.33	66%
10- General Fund	Revenues Over/(Under) Expenses:		(4,462.13)	(4,462.13)	(47,770.94)		

Budget vs Actual

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Period Ending 1/31/2024

20 DMV Fund		Budget		MTD	QTD	YTD	Variance	Percent
Description								
Revenues								
20-310-08 DMV Commissions		166,000		10,807.04	10,807.04	82,527.22	(83,472.78)	50%
20-310-10 Dmv Postage Reimburse		0		0.00	0.00	(9.86)	(9.86)	
Revenues Totals:		166,000		10,807.04	10,807.04	82,517.36	(83,482.64)	50%
Expenses								
20-401-01 Salaries & Wages		136,125		9,455.96	9,455.96	61,754.20	74,370.80	45%
20-401-02 FICA Tax Expense		8,440		584.68	584.68	3,829.89	4,610.11	45%
20-401-03 Medicare Tax Expense		1,970		136.73	136.73	895.68	1,074.32	45%
20-401-04 SUTA Tax Expense		302		0.00	0.00	0.00	302.00	
20-401-06 Health Insurance Exp		8,400		0.00	0.00	6,174.00	2,226.00	74%
20-401-07 Life Insurance Expense		525		64.75	64.75	453.22	71.78	86%
20-401-08 Retirement Expense		2,988		110.36	110.36	3,642.70	(654.70)	122%
20-401-10 Workers Compensation Ins		382		17.64	17.64	56.24	325.76	15%
SALARIES & WAGES Totals:		159,132		10,370.12	10,370.12	76,805.93	82,326.07	48%
20-413-41 Advertising		0		0.00	0.00	2,250.00	(2,250.00)	
20-413-45 Office Supplies		1,615		414.80	414.80	1,322.49	292.51	82%
20-413-46 Telephone		2,400		234.60	234.60	1,814.97	585.03	76%
20-413-52 Software Support		445		39.60	39.60	600.87	(155.87)	135%
20-413-54 Office Equipment		2,000		170.00	170.00	914.31	1,085.69	46%
20-413-59 Travel		408		0.00	0.00	0.00	408.00	
GENERAL & ADMIN EXPENSES Totals:		6,868		859.00	859.00	6,902.64	(34.64)	101%
Expenses Totals:		166,000		11,229.12	11,229.12	83,708.57	82,291.43	50%
20 DMV Fund Revenues Over/(Under) Expenses:				(422.08)	(422.08)	(1,191.21)		

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Budget vs Actual

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Period Ending 1/31/2024

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40 Water Fund							
Description		Budget	MTD	QTD	YTD	Variance	Percent
Revenues							
40-300-01 Received at Town		340,000	29,942.50	29,942.50	197,740.06	(142,259.94)	58%
40-300-03 SDWA Fees		3,000	0.00	0.00	2,016.00	(984.00)	67%
40-311-01 New Account Fees		6,265	725.00	725.00	3,915.00	(2,350.00)	62%
40-311-02 Reconnection Fees		8,500	0.00	0.00	3,526.29	(4,973.71)	41%
40-311-03 Tap Fees		7,500	0.00	0.00	0.00	(7,500.00)	
40-332-01 Interest - Savings Acct		50	57.99	57.99	171.24	121.24	342%
40-332-02 Interest - C/D's		280	0.00	0.00	0.00	(280.00)	
40-332-03 Returned Check Fees		140	0.00	0.00	100.00	(40.00)	71%
40-390-00 Prior Year Surplus		34,630	0.00	0.00	0.00	(34,630.00)	
Revenues Totals:		400,365	30,725.49	30,725.49	207,468.59	(192,896.41)	52%
Expenses							
40-401-01 Salaries & Wages		187,625	17,716.00	17,716.00	112,667.79	74,957.21	60%
40-401-02 FICA Tax Expense		11,633	1,096.77	1,096.77	7,442.75	4,190.25	64%
40-401-03 MEDICARE Expense		2,721	256.55	256.55	1,632.78	1,088.22	60%
40-401-06 Health Insurance Expense		28,560	0.00	0.00	11,113.20	17,446.80	39%
40-401-07 Life Insurance Expense		2,750	55.80	55.80	614.21	2,135.79	22%
40-401-08 Retirement Expense		16,511	986.23	986.23	6,517.42	9,993.58	39%
40-401-10 Workers' Compensation Ins		525	599.76	599.76	995.92	(470.92)	190%
SALARIES & WAGES Totals:		250,325	20,711.11	20,711.11	140,984.07	109,340.93	56%
40-410-85 Water Testing Expense		2,200	198.00	198.00	882.29	1,317.71	40%
40-410-86 SDWA Fees		1,980	0.00	0.00	1,980.00	0.00	100%
40-410-87 Meter Reading Expense		200	0.00	0.00	0.00	200.00	
40-410-88 Billing Expense		4,350	416.64	416.64	3,387.52	962.48	78%
40-410-89 Water Treatment Expense		6,400	0.00	0.00	5,359.29	1,040.71	84%
WATER EXPENDITURES Totals:		15,130	614.64	614.64	11,609.10	3,520.90	77%
40-411-20 R&M - Vehicles		2,000	88.38	88.38	487.05	1,512.95	24%
40-411-21 R&M - Pumps		250	0.00	0.00	299.00	(49.00)	120%

Budget vs Actual

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Period Ending 1/31/2024

40 Water Fund	Description	Budget	MTD	QTD	YTD	Variance	Percent
40-411-22 R&M - Distribution System		9,500	0.00	0.00	13,489.57	(3,989.57)	142%
40-411-24 R&M - System Supplies		600	32.97	32.97	32.97	567.03	5%
40-411-25 R&M - 5th St Tower		7,600	0.00	0.00	0.00	7,600.00	
40-411-26 R&M - Lee's Glen Tower		1,300	0.00	0.00	0.00	1,300.00	
40-411-27 R&M - Tools & Supplies		350	429.23	429.23	535.10	(185.10)	153%
40-411-28 R&M Pump Generator		1,900	1,955.00	1,955.00	1,955.00	(55.00)	103%
40-411-32 R&M - Shop		250	13.34	13.34	119.08	130.92	48%
REPAIRS & MAINTENANCE Totals:		23,750	2,518.92	2,518.92	16,917.77	6,832.23	71%
40-412-30 Utilities		3,300	768.53	768.53	1,631.53	1,668.47	49%
40-412-31 Utilities - Pumps		8,100	1,104.73	1,104.73	6,840.91	1,259.09	84%
40-412-32 Utilities-105 Shop		650	81.14	81.14	406.82	243.18	63%
UTILITIES Totals:		12,050	1,954.40	1,954.40	8,879.26	3,170.74	74%
40-413-40 Property Insurance		3,800	0.00	0.00	1,063.59	2,736.41	28%
40-413-41 Advertising		185	0.00	0.00	0.00	185.00	
40-413-42 Bank Service Charges		25	0.00	0.00	0.00	25.00	
40-413-43 Uniforms		250	0.00	0.00	0.00	250.00	
40-413-44 Dues & Subscriptions		450	0.00	0.00	266.00	184.00	59%
40-413-45 Office Expense		1,800	19.64	19.64	409.30	1,390.70	23%
40-413-46 Telephone		4,000	413.41	413.41	3,172.08	827.92	79%
40-413-47 Training & Seminars		8,000	5.88	5.88	5.88	7,994.12	0%
40-413-52 Software Support		4,500	55.00	55.00	3,813.85	686.15	85%
40-413-54 Office Equipment		1,000	0.00	0.00	584.32	415.68	58%
GENERAL & ADMIN EXPENSES Totals:		24,010	493.93	493.93	9,315.02	14,694.98	39%
40-414-60 Legal Fees		6,000	0.00	0.00	0.00	6,000.00	
40-414-61 Audit Fees		6,000	0.00	0.00	0.00	6,000.00	
40-414-62 Accounting Fees		8,100	1,350.00	1,350.00	3,375.00	4,725.00	42%
PROFESSIONAL FEES Totals:		20,100	1,350.00	1,350.00	3,375.00	16,725.00	17%
40-451-00 Water Project-Capital		55,000	0.00	0.00	3,300.50	51,699.50	6%

Budget vs Actual

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Period Ending 1/31/2024

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Totals:	55,000	0.00	0.00	3,300.50	51,699.50	6%
Expenses Totals:	400,365	27,643.00	27,643.00	194,380.72	205,984.28	49%
40 Water Fund	Revenues Over/(Under)	Expenses:	3,082.49	3,082.49	13,087.87	

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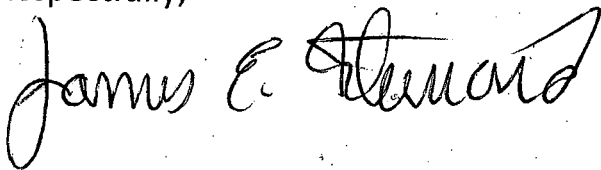
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Town Superintendent Report- February 2024

- 1) Review of Mill Street data.
- 2) Mill Street paving
- 3) Concern regarding abandoned home
- 4) Concern regarding RV being lived in - back yard
- 5) Safety shoe policy
- 6) Change in Lead and Copper rule, inventory of all water service connections. (Town side/property side)
- 7) Spring Clean Up (May 28?)
- 8) Railroad crossing update- Main Street closure (See attached email)

Respectfully,

A handwritten signature in black ink, appearing to read "James E. Steward". The signature is fluid and cursive, with the first name "James" being the most prominent.

James Steward

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Warrenton Residency - Drainage Improvement Estimate

County: Fauquier County
Route: 651 (Main St) @ Franklin St
Estimate Date - 2/5/2024

Task	Unit	Quantity	Cost	Sum
CN				
Labor / Equipment				
Hired Equipment Contractor	EA	1	\$ 66,847.67	\$ 66,847.67
Drainage & Stone Material within Right of Way				
18" HDPP	LF	160	\$ 27.24	\$ 4,358.63
Drop Inlet: DI-1 (18")	EA	3	\$ 7,500.00	\$ 22,500.00
Manhole: MH-1 or MH-2	EA	1	\$ 1,300.00	\$ 1,300.00
21A/B Stone for Base / Backfill	TON	123	\$ 11.00	\$ 1,351.20
Drainage & Stone Material outside Right of Way				
18" HDPP	LF	300	\$ 27.24	\$ 8,172.00
Drop Inlet: DI-1 (18")	EA	1	\$ 7,500.00	\$ 7,500.00
Manhole: MH-1 or MH-2	EA	1	\$ 1,300.00	\$ 1,300.00
21A/B Stone for Base / Backfill	TON	247	\$ 11.00	\$ 2,712.13
Asphalt Patching within Right of Way				
Kicking Asphalt Milling	SY	431	\$ 2.38	\$ 1,024.72
Kicking Asphalt Paving	SY	431	\$ 63.42	\$ 27,305.83
IM-19.0A (Intermediate Mixture)	TON	138	\$ 70.00	\$ 9,644.44
Kicking Asphalt Night Mobilization	EA	1	\$ 1,000.00	\$ 1,000.00
Miscellaneous				
Mancon Expenditures	EA	1	\$ 5,000.00	\$ 5,000.00
Pipe Fabric	LF	800	\$ 6.00	\$ 4,800.00
EC-2 Matting (Width 4 ft)	LF	60	\$ 6.00	\$ 360.00
Test Pit for CN	EA	3	\$ 1,100.00	\$ 3,300.00
Total Layout				\$ 168,477

CEI				
Inspection Services				
VDOT Inspector / Monitor	EA	2	\$ 1,175.00	\$ 2,350.00
Total Layout				\$ 2,350

SUB TOTAL	\$ 170,827
20% Contingency	\$ 34,165

Overall Total	\$ 204,992
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*Note this estimate is based on the assumption that both utility companies will be responsible for moving the lines in conflict at their own costs. No additional costs for utility relocation was considered in the above estimate.



Not to scale

Work completed within the Right of Way

Work completed outside the Right of Way

Drop Inlet (DI-1)

Man Hole (MH-1)

Drainage Pipe

HUMAN RESOURCES POLICY
Town of Remington, Virginia

Policy Title: Uniforms, Protective Clothing and Safety Equipment
Section No:

Date: February 21, 2024
Supersedes Policy: NEW

I. PURPOSE

It is the objective of the Town of Remington to provide, as appropriate, uniforms, protective clothing, and other wearable safety equipment to specified employees for use in the performance of their job duties. The purpose of this policy is to provide guidance pertaining to employer-provided clothing and wearable safety equipment, including the acceptable types, standards, procedures, terms of use, and tax implications of such items.

II. SCOPE

This policy applies to all full-time, part-time, and temporary employees.

III. TYPES & STANDARDS

A. Protective Apparel

- 1) **Safety Shoes**: Protective footwear used in workplace environments susceptible to foot injuries that may include heat-resistant soles and/or impact-resistant toes. The following standards apply to the provision of safety shoes:
 - i. Safety shoes shall be provided to each employee whose position requires the wearing of protective footwear.
 - ii. The Town of Remington shall provide no more than one (1) pair of safety shoes per year to each employee at a cost not to exceed the \$150.00.
 1. An employee may purchase a higher priced safety shoe by paying any additional cost.
 2. An employee purchasing a higher priced safety shoe must present a purchase sales receipt to the respective Department Head/Constitutional Officer for reimbursement. All safety shoe purchases must comply with this policy section.
 - iii. Safety shoes shall be replaced as the shoes become unserviceable. An employee's Department Head/Constitutional Officer or other designated official, in coordination with the Risk Manager, shall determine when safety shoes must be replaced.
 - iv. All safety shoes worn by employees shall be classed according to ANSI Z.41.1-1967 Standard as prescribed by OSHA (Regulation 29, CFR Part 1910-136).

HUMAN RESOURCES POLICY
Town of Remington, Virginia

Policy Title: Uniforms, Protective Clothing and Safety Equipment
Section No:

Date: February 21, 2024
Supersedes Policy: NEW

- v. The Department Head/Constitutional Officer, in coordination with the Risk Manager, shall resolve:
1. any questions regarding the acceptability of shoes.
 2. any requests to be provided safety shoes by employees whose position classification does not require them.

2) **Hard Hats:** Protective headwear used in workplace environments susceptible to head injuries caused by falling objects, impact with other objects, etc.

The following standards apply to the provision of hard hats:

- i. Hard hats shall be provided to each employee whose position requires the wearing of protective headwear.
- ii. The Town of Remington shall, at the time of the appointment to a position which requires the wearing of protective headwear, provide one hard hat to each employee.
- iii. All hard hats worn by each employee shall be classed according to ANSI Z.89.1-1969 and Z.89.2-1971 Standard as prescribed by OSHA (Regulation 29, CFR Part 1910-135).
- iv. Any questions regarding the acceptability of hard hats or exceptions to the requirement to wear hard hats shall be resolved by the Department Head/Constitutional Officer in coordination with the Risk Manager.

3) **Safety Gloves:** Protective equipment worn over the hands. The following standards apply to the provision of safety gloves:

- i. Protective gloves shall be provided to each employee whose position requires the wearing of safety/protective gloves.
- ii. An employee shall be provided with safety gloves as needed. If applicable, all protective gloves worn by an employee must comply with designated OSHA specifications adopted by the Town of Remington.
- iii. Protective gloves shall be replaced as they become unserviceable. An employee's supervisor or other designated official, in coordination with the Risk Manager, shall determine when gloves must be replaced.
- iv. The Department Head/Constitutional Officer, in coordination with the Risk Manager, shall resolve any questions regarding the application of this requirement.

HUMAN RESOURCES POLICY
Town of Remington, Virginia

Policy Title: Uniforms, Protective Clothing and Safety Equipment
Section No:

Date: February 21, 2024
Supersedes Policy: NEW

- 4) **Safety Eyeglasses/Eyewear**: Protective equipment worn to cover the eyes and/or face. the following standards apply to the provision of safety eyeglasses/eyewear:
- i. Safety eyeglasses shall be provided to each employee whose position requires protective eyeglasses to be worn on a continual basis.
 - ii. One pair of protective eyeglasses, to include the eyeglass frame and lenses (plain and prescription), shall be provided to each employee. The employee shall be responsible for any cost associated with an ophthalmologic or related examination required to determine the prescription of lenses.
 - iii. Protective eye equipment (e.g. goggles, hoods, etc.) shall be provided for an employee who is required to operate dangerous equipment or be exposed to hazardous situations.
 - iv. The Department Head/Constitutional Officer, in coordination with the Risk Manager, shall resolve any questions regarding the application of this requirement.
- 5) **High Visibility Vests**: Protective equipment that has highly reflective properties or colors that make them easily discernible from any background. The following standards apply to the provision of high visibility vests:
- i. High visibility vests shall be provided to each employee whose position requires the wearing of this apparel.
 - ii. The Department Head/Constitutional Officer, in coordination with the Risk Manager, shall resolve any questions regarding the application of this requirement.
- 6) **Other Protective Apparel**: Other protective garment that is worn over, or in place of, regular clothing to protect the employee from injury or harm, as well as abnormal soiling, or unsanitary environments.

B. Other Apparel

- 1) **Uniform**: A uniform is attire required to be worn in the performance of assigned duties (generally associated with public safety personnel). A uniform is not suitable for taking the place of regular clothing.
- 2) **Business Attire**: Business attire is clothing that makes the employee easily identifiable as Town of Remington staff serving in an official capacity. A shirt is the only item of clothing that qualifies as Business Attire under this policy. In addition, the shirt must meet all of the following criteria:
 - It must have "The Town of Remington", the Town of Remington seal/logo and/or the name of the Department or group printed or monogrammed where it is clearly visible.

HUMAN RESOURCES POLICY
Town of Remington, Virginia

Policy Title: Uniforms, Protective Clothing and Safety Equipment
Section No:

Date: February 21, 2024
Supersedes Policy: NEW

- 3) Other clothing: an article of clothing that does not meet the definition of uniform, business attire, or protective apparel is other clothing.

IV. PROCEDURES AND TERMS OF USE

A. Protective Apparel

1. Safety shoes, hard hats, safety gloves, safety eyeglasses/eyewear, high visibility vests, and other protective apparel shall be provided to each employee whose position requires the wearing of such items, as determined by Department Heads/Constitutional Officers, and/or the Risk Manager.
2. Department Heads/Constitutional Officers, in coordination with the Risk Manager, shall determine if the respective Department or employee shall perform cleaning/repair activities based upon practical and economic considerations.
3. An employee's supervisor or other designated official, in coordination with the Risk Manager, shall determine when protective apparel are non-serviceable and must be replaced.
4. All classes of protective apparel remain the property of The Town of Remington, and as such, must be returned to the employer upon separation of employment.

B. Other Apparel

1. Uniforms and other clothing shall be provided to each employee whose position precludes wearing personal clothing for reasons of prospective damage to normal personal work attire, easy identification for the sake of citizen and/or customer convenience, or for safety considerations or other concerns.
2. Department Heads/Constitutional Officers shall identify positions requiring Uniforms or other clothing.
3. Uniforms and other clothing shall identify the wearer as an employee of Town of Remington by containing "Town of Remington", The Town of Remington seal/logo, and/or the name of the Department or group printed or monogrammed where it is clearly visible.
4. Department Heads/Constitutional Officers shall determine if the respective Department or employee shall perform cleaning/repair activities based upon practical and economic considerations.
5. An employee's supervisor or other designated official shall determine when Uniforms and other clothing are non-serviceable and must be replaced.
6. All classes of other apparel remain the property of The Town of Remington, and as such, must be returned to the employer upon separation of employment.

HUMAN RESOURCES POLICY
Town of Remington, Virginia

Policy Title: Uniforms, Protective Clothing and Safety Equipment
Section No:

Date: February 21, 2024
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C. Employee Responsibilities (Terms of Use)

1. The loss or excessive wear of protective apparel and/or other apparel shall not relieve the employee of the responsibility to wear the required apparel and/or safety equipment.
2. The loss or destruction of protective apparel and/or other apparel due to employee negligence shall be the responsibility of the employee.
3. No apparel governed by this policy may be worn by any employee except when they are on duty and acting in their capacity as a representative of The Town of Remington or commuting to and from work. Any violation of this section of the policy will result in disciplinary action against the offending employee.

D. Departmental Safety Policies and Special Requirements

1. Department Heads/Constitutional Officers may implement policies or special requirements which exceed those outlined in this policy. Any such departmental policies and/or special requirements shall take precedence with respect to this policy.
2. Department Heads/Constitutional Officer has the responsibility of determining the appropriateness of the clothing expenditures in their area of supervision. These decisions should be guided by various factors including cost, budget, business use, public contact, personal safety, and consistency. The approval is required on all clothing purchase invoices.
3. Department Heads/Constitutional Officers are responsible for keeping specific details of the following nature:
 - i. List of specific employees/positions eligible for Uniforms, Business Attire, or Protective Apparel.
 - ii. Frequency of purchase.
 - iii. Dollar limit of clothing item, if applicable.
 - iv. Specific time/events when clothing is to be worn.
 - v. Statement that the clothing is to be worn only while performing official Fauquier County duties.
 - vi. Return of clothing item when the employee leaves employment; vii. Depreciation time frame for clothing.

V. TAX IMPLICATIONS

- A. Uniforms and Protective Apparel are not taxable fringe benefits to the employee.
- B. All other clothing may be considered a taxable fringe benefit to the employee (to the extent that the items are provided by The Town of Remington) unless the value of the clothing is de minimis (\$49 or less), and is provided on an infrequent basis

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Rachael Brinson

From: Jimmy Steward
Sent: Friday, February 16, 2024 10:29 AM
To: Rachael Brinson
Subject: FW: RR Work

Follow Up Flag: Follow up
Flag Status: Flagged

From: Geoff Reeder <Geoff@SSSTraffic.com>
Sent: Thursday, February 15, 2024 12:42 PM
To: Jimmy Steward <jsteward@remington-va.gov>
Cc: Andrea Janka <andrea@SSSTraffic.com>; michael.guditus@fauquiercounty.gov; jeremy.falls@fauquiercounty.gov
Subject: RR Work

All,

We are subcontractor for the RR they have a project coming up on March 28th they will be starting in Orange VA and working there way up to you guys.

What they have is a Surface Team coming in the area your area is towards the end of the job they usually avg. about 2-3 miles a day. These will be hard road closures no traffic will be able to cross the tracks during this time of the closure.

Most likely there will be more than one road closed at the same time just because they are close to each other. The length of the closure will be 1-4 days this depends on track time weather and equipment breakdowns. The goal is to get them back in the same day if time allows us to.

Please see below for the crossing list.

714647W	Public	EUSTACE RD. (SR 643)	25	Remington	Fauquier
714647W	Public	EUSTACE RD. (SR 643)	25	Remington	Fauquier
714650E	Public	Germantown Rd	24	Remington	Fauquier
714650E	Public	Germantown Rd	25	Remington	Fauquier
714651L	Public	Midland Rd (SR 610)	25	Remington	Fauquier
714651L	Public	Midland Rd (SR 610)	25	Remington	Fauquier
714656V	Public	SCHOOLHOUSE RD (SR 661)	26	Bealeton	Fauquier
714656V	Public	SCHOOLHOUSE RD (SR 661)	28	Bealeton	Fauquier
714657C	Private	PVT	16	Remington	Fauquier
714657C	Private	PVT	16	Remington	Fauquier
714658J	Private	PVT	16	Remington	Fauquier
714658J	Private	PVT	16	Remington	Fauquier

714659R	Public	Lucky Hill Rd	27	Remington	Fauquier
714659R	Public	Lucky Hill Rd	25	Remington	Fauquier
714661S	Private	PRIVATE	16	Remington	Fauquier
714661S	Private	PRIVATE	16	Remington	Fauquier
714662Y	Private	PRIVATE	15	Remington	Fauquier
714662Y	Private	PRIVATE	16	Remington	Fauquier
714664M	Private	PRIVATE	16	Remington	Fauquier
714664M	Private	PRIVATE	17	Remington	Fauquier
714665U	Public	Main St (SR 651)	32	Remington	Fauquier

Thanks

Geoff Reeder

Safety Services & Supply

W-419-453-3166

C-330-749-1906



Town Clerk / Treasurer Report- February 2024

- 1) Hometown Hero Banner update
- 2) Submissions for council election applications will be due June 18, 2024.
- 3) Planning Commission Vacancy
- 4) Have received multiple applications for DMV position and will be interviewing next week.

Respectfully,

A handwritten signature in cursive script that reads "Rachael Brinson".

Rachael Brinson

Town Clerk/Treasurer

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Town Administrator Report – February, 2024

February 15, 2024

VHCD RFP; Reaching out to other locations in re Grants

Updating Depot-meeting, next RFP

Rep. Wexton: Appropriations Member Requests

USACE+DEQ+RCD on-site 2/23 @10:30 AM

RRRC Hazard Mitigation papers submitted

Authority to attend Town/County Liaison meetings? Clarification?

FEMA Flood Insurance/RCP update=The Ordinance is in the process of being amended; will need Council approval

Dominion Power ordinance will need to be enacted by Council and signed by Town Attorney

Parking v. Storage Lot

From: Campeau, Erica <Erica.Campeau@mail.house.gov>

Sent: Thursday, January 25, 2024 4:05 PM

To: Campeau, Erica <Erica.Campeau@mail.house.gov>

Cc: Katson, Chris <Chris.Katson@mail.house.gov>

Subject: FY2025 Community Project Funding Request Form

Good afternoon,

I am reaching out to share information on this year's VA10 Community Project Funding submission process. Please let me know if there is someone else in your office that should be receiving these updates and I'll add them to the distribution list.

While the Appropriation Committee has not yet released their guidance for the FY2025 request process, we anticipate it will be very similar to the FY2024 process. You can find more information about the **FY2024** Community Project Funding request process [on the Appropriations Committee's website here](#) or by reading our guide linked [here](#). However, our office cannot guarantee that eligible accounts, eligibility criteria, or other guidance will remain the same in FY2025 as they were in FY2024. We will share the updated guidance as soon as it is released.

In the meantime, our staff would like to encourage localities to submit baseline information on any potential projects using the form below. This will give staff more time to determine what additional details are needed to establish a project's eligibility. This year, Rep. Wexton will be prioritizing projects that bring the greatest benefit to VA-10 kids and families and submissions that explain how the project will do that will be looked upon favorably.

FY2025 Community Project Funding Request Form

<https://forms.gle/9TwAnkZe2tAZGBCb9>

Please don't hesitate to reach out with any questions.

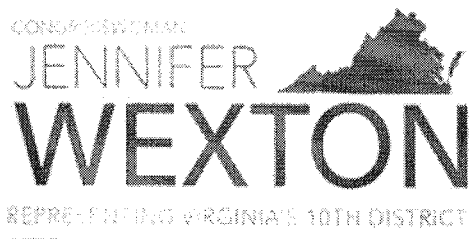
Thank you,

Erica Campeau, District Director

Office of Congresswoman Jennifer Wexton (VA10)

9408 Grant Ave, Unit 403, Manassas, VA 20110

O: 703 – 234 – 3800



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Adopted:

ORDINANCE 01-24

ORDINANCE 01-24 COMPLETELY REWRITES THE RULES AND REGULATIONS FOR THE OPERATION OF THE REMINGTON CEMETERY AND INCLUDES RATE INCREASES AS FOLLOWS:

COST OF GRAVE SPACE

TOWN RESIDENT	\$1000	TO	\$1300
OUT OF TOWN	\$1000	TO	\$1300

OPEN AND CLOSING OF GRAVES

REGULAR GRAVE

WEEKDAYS	\$650	To	\$800
WEEKENDS & HOLIDAYS	\$800	To	\$1000

CREMATION

WEEKDAYS	\$500	To	\$500
WEEKENDS & HOLIDAYS	\$850	To	\$850

COLUMBARIUM FEE

WEEKDAYS	\$250	To	\$250
WEEKENDS & HOLIDAYS	\$250	To	\$300

TRANSFER OF TITLE FEE

\$25	To	\$50
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REPAIR/MAINTENANCE PERMIT FEE

\$50	To	\$75
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CORNER MARKER FEE

\$125	To	\$200
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