Mayor: Gary L. Heninger
Council: Billy L. Clear
Shannon Donnelly
J. Brent Foster
Bob Jeter
Julie Sturgill
P.J. Wolfe

TOWN OF CHILHOWIE
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Town Manager: John E. B. Clark, Jr.
Clerk/Treasurer: Marlene L. Henderson
Police Chief: Andrew K. Moss
Director-Public Works: Jay Keen
Fire Chief: C. David Haynes
Building Official: C. David Haynes
Director-Recreation/Special Events: Jeff Smarr
Legal: Cassell & Crewe. P.C.

AGENDA

TOWN OF CHILHOWIE COUNCIL MEETING

January 12, 2023

7:00 P.M.

1. **INVOCATION -**
   PLEDGE OF ALLEGIANCE

   ROLL CALL OF COUNCIL

2. **APPROVAL OF MINUTES**
   Regular December 8, 2022, Meeting

3. **CITIZEN TIME**

4. **REORGANIZATION OF TOWN OFFICIALS – Clerk-Treasurer**

   A. Election of Vice-Mayor

   B. Organizational Appointments
      i. Town Manager
      ii. Town Attorney
      iii. Clerk-Treasurer
      iv. Chief of Police
      v. Any Officer Deemed Appropriate

   C. Town Committee Appointments - Mayor

5. OLD BUSINESS

A. Presentation of First Funding Package of $2,069,974 for Sewer Infiltration and Inflow Project – Town Manager/Clerk-Treasurer (See Attachment and Manager's Report)

B. Review of Specifications of Splash Pad and Permission to Bid – Town Manager/Staff (See Attachments and Manager's Report)

C. Submission to Senator Tim Kaine's Office on Delinquent Delivery of December Utility Billing – Town Manager/Clerk (See Attachment and Manager's Report)

D. Report on Cold Weather Situation Over Holiday and Department Reactions - Staff

E. Report on Snow Schedule – Works Director

6. NEW BUSINESS

A. Report on Tourism Association Recent Activities – Appointee Ms. Donna Blevins

B. Appointment of Elected Official to Represent Town at Monthly Smyth 12 Meeting – Town Manager

C. Report on First Quarter Meeting of Planning Commission – Deputy Clerk-Treasurer (See Attachment)

D. Report on Local Elected Officials Conference and Newly Elected Officials Orientation – Staff (See Attachments)

E. Update on Security System at Old High School – Building Official – Deputy Clerk (See Attachment and Manager's Report)

7. COMMITTEE REPORTS

8. DEPARTMENT REPORTS

A. Town Manager – John E. B. Clark, Jr.
B. Clerk-Treasurer – Marlene L. Henderson
C. Fire/EMS Chief – David Haynes
D. Building Official – David Haynes

E. Police Chief – Andrew K. Moss
F. Public Works Director – Jay Keen
G. Recreation/Special Events Coordinator – Jeff Smarr
H. Town Attorney – Paul Cassell

9. ANY OTHER COUNCIL BUSINESS

10. CLOSED SESSION
None Scheduled

11. ADJOURNMENT