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
APRIL 13, 2023
7:00 P.M.

1. **INVOCATION - Rev. Bobby Dunn**
   PLEDGE OF ALLEGIANCE
   ROLL CALL OF COUNCIL

2. **APPROVAL OF MINUTES**
   Regular March 9, 2023 Meeting

3. **SPECIAL PRESENTATION**
   Friends of Southwest Virginia and Smyth County Tourism – Ms. Kim Davis, Ms. Carrie Beck and Ms. Amanda Livingston (See Attachment)

4. **CITIZEN TIME**

5. **OLD BUSINESS**

   A. Submission of Request for Proposal for Engineering Services for Lead Service Line Inventory – Town Manager (See Attachment and Manager's Report)

   B. Submission of Pay Request Number 2 Mill Creek Regional Water Treatment Plant Project and Project Update – Clerk-Treasurer and Director of Public Works (See Attachment and Manager's Report)

   C. Report on Bids for Splash Pad Complex – Town Manager and Attorney

D. Report on the Sale of Property on River Road – Town Attorney (See Attachment)

E. Report on Placement of Lien on Property at 291 Sulphur Springs Road – Town Attorney (See Attachment)

F. Update on East Lee Highway II Project and Submitted Change Orders – Town Manager, Director Public Works, Fire/EMS Chief (See Attachments and Manager's Report)

G. Report on Dog Park Construction and Signage – Staff

6. NEW BUSINESS

A. Report on Little League Opening Day Ceremonies – Special Events Coordinator

B. Report on Installation of New Little League Light Fixtures – Director Public Works

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

D. Report on Situation with Biosolids Insurance Coverage – Staff and Town Attorney (See Attachments and Manager's Report)

E. Report on $152,000 Grant Award from Department of Criminal Justice Services and Recommended Allocation of Funds – Police Chief (See Attachment)

F. Submission of Chamber of Commerce Board Minutes of January 26 – Councilwoman Sturgill – (See Attachment)

G. Update of Revamping Town Website – Deputy Clerk-Treasurer

H. Situation with Mowing/Tree Maintenance on Town and VDOT Properties – Town Manager (See Attachment)

I. Notice of Package of $3,500,000 Grant/Loan on Water Project to Seven Mile Ford and System Meter Replacement – Town Manager (See Attachment)

J. Report on Spring Opening of Farmers Market – Special Events Coordinator

K. Report on 2023-24 Budget Preparation and Selection of Date for Budget Continued Meeting – Town Manager and Clerk-Treasurer

A. COMMITTEE REPORTS

B. 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

C. ANY OTHER COUNCIL BUSINESS

D. CLOSED SESSION

None Scheduled

E. CONTINUATION OF MEETING