Virginia: **At the regular meeting of the Council of the Town of Chilhowie held at the Municipal Building, June 9, 2022, at 7:00 p.m.**

Present: **Honorable Gary L. Heninger, Mayor presiding; Councilors Donna Blevins, Bill Clear, Brent Foster, Lewis W. Shortt, Jr., and P.J. Wolfe.**

Absent: **Councilor Julie Sturgill.**

Also Present: **Mr. John E.B. Clark, Jr., Town Manager; Mrs. Marlene Henderson, MMC, Clerk-Treasurer; Messrs. Paul Cassell, Town Attorney; Jay Keen, Director of Public Works; Andrew Moss, Police Chief; and David Haynes, Fire/EMS Chief.**

Mayor Heninger called the meeting to order. Mr. Jacob McKlarrey, gave the Invocation. The Pledge of Allegiance was recited.

Approval of Minutes:

Motion by Lewis Shortt, second by P.J. Wolfe Council adopts the regular May 12, 2022 meeting minutes. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

Citizen Time:

Rebecca Wilkinson-Smith, Co-President of Chilhowie Community Apple Festival, appeared before Council to express the Committee's excitement for the proposed splash pad, playground and picnic shelter complex to be located beside the Old High School. The Chilhowie Community Apple Festival Committee offered any support that they can contribute toward the completion of the proposed project.

Mr. Clear inquired as why Mrs. Wilkinson-Smith became upset over the Town using the Apple Festival's trailer that contained tables and chairs used for the Older Americans Day at the Chilhowie Recreation Park. Mrs. Wilkinson-Smith stated that she was not upset with the use of the table and chairs, but was upset by the removal of the trailer without her knowledge. Mrs. Wilkinson-Smith stated that in previous usage of the trailer by Town staff items within the trailer were broken upon return. Mr. Clear stated that the Town repaired all four tires on the trailer prior to moving it and nothing was returned broken. Mrs. Wilkinson-Smith concurred and stated the trailer was returned in better condition and has since been relocated to the Apple Festival property on Sulphur Springs Road.

Public Presentation:

- Ms. Amanda Livingston, Executive Director, Smyth County Tourism Association on the Association's Progress – Ms. Livingston reported a new Smyth County Tourism website was launched a year ago and has now had over 44,000 hits, and 529,000 hits on the Smyth County Tourism Facebook page. There have also been 21 billion impressions of travel articles about Smyth County that have popped up on travel and leisure websites, Yahoo and MSN.

  The Tourism Association has been very successful with grant funds receiving $40,000 from a Virginia Tourism grant and $50,000 from Smyth County's American Rescue Plan Act funds. Ms. Livingston reported 58% of tourism funding comes from local funds. Ms. Livingston is also working with Smyth Strong that includes Smyth County Economic Development, Chamber of Commerce of Smyth County and Smyth County Tourism. Ms. Livingston is also working with Mr. Smarr promoting the concert series in the Recreation Park.

Old Business:

- Adoption of 2022-2023 Budget – A Public Hearing was held during the regular scheduled May 23, 2022 Council meeting. The proposed budget has been advertised the Smyth County News and Messenger and posted on the bulletin board and on the Town's website www.chilhowie.org. Mrs. Blevins requested to remove $3,569 from the Christmas Tree Lighting Committee line item and add the amount to the Smyth County Tourism line item for a total of $7,569.

Motion by Donna Blevins, second by P.J. Wolfe Council removes $3,569 from the Christmas Tree Lighting Committee line item and adds the amount to the Smyth County Tourism line item for the total amount of $7,569.00. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

Motion by Brent Foster, second by Donna Blevins Council adopts the 2022-2023 Budget that includes real estate tax rate increase $0.19/$100 of valuation, personal property tax rate increase $0.35/$100 of valuation, outside corporation water rate increase 2.5%, inside corporation water rate increase 5.0%, outside corporation sewer rate increase 0.0%, inside corporation sewer rate increase 6.0%, water and sewer connection increase to $1,200 effective July 1, 2022 and with the

change of the Smyth County Tourism line item. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

- Report on Potential Splash Pad Complex and Meeting with Smyth County Foundation – A meeting was held with Mr. Mike Robinson, Smyth County Foundation, on the proposed splash pad complex. The Smyth County Foundation's guidelines for grant funding is for "offering direct and immediate or near immediate benefit to the health and well-being of Smyth County Residents". Mr. Robinson agreed that this project should qualify under those guidelines, but nothing is official and the matter is still under discussion. A formal presentation will be presented to Council during the regular scheduled July 2022 Council meeting. It is possible for the Smyth County Foundation to award a grant in the amount of $125,000. Mr. Robinson will be in contact with instructions on how to submit a grant application to the Smyth County Foundation.

- Update on Infiltration and Inflow Sewer Project – A conference call was held with Project Engineer Dennis Amos, Hurt and Proffitt. Mr. Amos stated the design was moving along and the project is scheduled to be bid out March 2023. The cost of the project is approximately $6.1 million, $3 million grant with $3 million a low interest loan. It has been announced the Department of Environmental Quality is receiving around $75 million from the Federal Government through the American Rescue Plan Act and that money can be put against loan amounts. At this time the process for applying for additional grant funds through the Department of Environmental Quality are unknown.

- Report on Funding for Seven Mile Ford Waterline, Meter Replacement and Lead Pipe Service Line Replacement – The Town applied for $6,220,000 for replacing the transit line between the corporate limits and Seven Mile Ford, and for replacing all the water meters on the whole system. Money is available through the Bipartisan Infrastructure Act passed by Congress. Another $750,000 in grant funds has been applied for through the Lead Elimination Assistance Program, $250,000 is for the study and $500,000 is for the replacement of all meters. An additional $30 million is allocated and available for these projects through the American Rescue Plan Act, the Town will apply for additional funds.

- Report on East Lee II Pedestrian Project and Request for Additional Funding – A letter requesting additional funding in the amount of $134,868 was sent to Mr. John Dew, Administrator of Local Projects for the Virginia Department of Transportation. Prior to the project being bid out the Virginia Department of Transportation required another cost estimate for the project. Mr. Tim Mullins, Thompson and Litton, made an estimate of $622,202, the Virginia Department of Transportation appropriated $487,334. The Town's

20% share of the cost is $26,973 and the Virginia Department of Transportation 80% share is $107,895. Mr. Dew is hopeful the Town will be awarded the additional funding and the project could possibly be bid out in July 2022.

- Report on Dog Park – The original Dog Park design was scaled down and approved during the regular scheduled May 12, 2022 Council meeting. Mr. Smarr is to obtain another cost estimate for fencing. The Town is to install 350 feet of water line to supply the Dog Park with water. Currently discussions are being held with staff for moving forward with the project.

- Report on Possible Additional Power at Stage – With the "On Stage" musical events held at the Recreation Park, there is a need for more power to the stage to support music equipment and food trucks. The Town requested to install another 20-amp service but was advised the park area does not have the capacity. A meeting was held with an Appalachian Power technician who reported the only way to get more service would be from the east side of the Recreation Park. The technician is to obtain quotes for both overhead and underground service, the estimation is expected to be well over $10,000. American Rescue Plan Act funds are available for the project.

- Agreement between the Town of Chilhowie and Washington County Service Authority on Water Treatment Plant – Under the Regional Agreement the Town's water consumption remains the same. Washington County Service Authority requires the extra water the plant produces, if the Town needs more water and Washington County Service Authority has the compacity the Town will receive the additional water as needed. The water treatment plant is currently producing 1.4 million gallons per day. The new Regional Agreement could create cost savings for the Town.

Motion by Brent Foster, second by Bill Clear Council approves the Regional Agreement and authorizes the Mayor to execute documents. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

New Business:

- Report on Scholle IPN Expansion Ceremony – A dedication ceremony for Scholle IPN was held on June 1, 2022 at the facility. The expansion will be approximately 73,000 square feet and involve a new railroad spur of about 800 feet. This expansion will create seventy-five new jobs. The keynote speaker was Governor Glenn Younkin.

- Report on Older Americans Day – The Older Americans Day event was held Thursday, May 26, 2022 at the Recreation Park. The event had a large number of participants who received a free lunch. Door prizes were also given away to those who registered at the event. Over 680 hotdogs were served. The Town staff did an excellent job assisting with the event.

- Request to Purchase Electronic Marquee Using American Rescue Plan Act Funding – A request has been made to purchase electronic signage for Town Hall from the American Rescue Plan Act funds. Quotes have been obtained from Jerry's Sign in the amount of $24,191 and Stewart Signs $26,885.

Motion by Brent Foster, second by Lewis Shortt Council approves the purchase of an electronic sign at a cost not to exceed $35,000 of American Rescue Plan Act funds. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

- Report From Clerk-Treasurer Marlene Henderson on Being Accepted as a Fellow in the Athenian Leadership Society of the International Institute of Municipal Clerks - To become a Fellow in the Athenian Leadership Society Mrs. Henderson read ten books and attended zoom meetings for each individual book with other Athenian Society members to discuss the book and how to apply it to their lives and how to become a better leader. Mrs. Henderson attended the International Institute of Municipal Clerks conference held in Little Rock, Arkansas, where she was presented the Fellow status of the Athenian Leadership Society. There are total of six Fellows from the state of Virginia.

Motion by Lewis Shortt, second by Brent Foster Council commends Mrs. Marlene Henderson for her achievement of becoming a Fellow in the Athenian Leadership Society. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

- Report from Chief Andrew Moss on Completion of "Master Leadership" – Chief Moss reported the Master Leadership class was very beneficial for communication skills to be applied at work as well as home. Chief Moss is also sending two other Police Officers to this training in the near future.

Motion by Brent Foster, second by Donna Blevins Council commends Chief Andrew Moss for the completion of the Master Leadership class. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

- Notice of Closing of New People's Bank – New People's Bank located in the Town of Chilhowie will be closing their lobby doors August 12, 2022. The ATM machine will remain available. The nearest New People's Bank branch is Abingdon, Virginia.

Department Reports:

Mrs. Henderson reported the Liability Insurance renewal has been completed that includes a 5% premium increase.

Chief Haynes reported the Fire Training Academy has most of the walls up and currently four weeks ahead of schedule and under budget. Chief Haynes stated he expected to be under roof within four weeks.

Chief Moss reported he attended the Law Enforcement Round Table at the Higher Education Center in Abingdon, Virginia. The keynote speak was the Attorney General, Jason Miyares. Chief Moss stated it was an excellent discussion on the difficult police topics such as mental health issues.

Mr. Keen reported Appalachian Power has scheduled a power outage for Tuesday, June 14, 2022 from 7:00 a.m. until 12:00 p.m. The power outage is to relocate a power line that is currently above the Fire Training Academy. Smyth County is paying for the relocation of the power line. The power outage will affect Hardees, H.L. Bonham Tourism Center, residents and businesses on Shop Road, Exxon, Berry's Iron and Metal and McDonalds. The Waste Water Treatment Plant will also be offline during the scheduled power outage but will be operating via a generator.

Any Other Council Business:

Mr. Shortt inquired about the possibility to bottle Chilhowie water to sell. It was stated that the Food City plant bottles local water to sell.

Closed Session:

- To Discuss Administrative Personnel – Justification 2.2-3711(A)(1) of the Code of Virginia, as amended –

Upon motion of Donna Blevins, second by Brent Foster and unanimously passed Council hereby enters into Closed Session under Section 2.2-3711(A)(1) of the Code of Virginia as amended, to discuss Administrative Personnel. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

Upon motion of Donna Blevins, second by Brent Foster and unanimously passed Council hereby enters into Open Session. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

CERTIFICATION OF CLOSED SESSION

The Town of Chilhowie has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and Section 2.2-3711(A)(1) of the Code of Virginia requires a certificate by the Council that such closed meeting was conducted in conformity with Virginia law;

NOW THEREFORE, BE IT RESOLVED that the Council of the Town of Chilhowie hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

Approved with the following roll call vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

Motion by Lewis Shortt, second by Brent Foster Council adjourns this meeting at 8:31 p.m. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Absent	P.J. Wolfe	Aye

_____Mayor _____Clerk

Gary L. Heninger Marlene L. Henderson, MMC