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

TOWN OF CHILHOWIE
325 East Lee Highway
P.O. Box 5012
Chilhowie, Virginia 24319
Phone (276) 646-3232
Fax (276) 646-3012
www.chilhowie.org

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
JUNE 8, 2023
7:00 P.M.

1. **INVOCATION -** John Chapman, Calvary Church of Southwest Virginia
   PLEDGE OF ALLEGIANCE
   ROLL CALL OF COUNCIL

2. **APPROVAL OF MINUTES**
   Regular May 11, 2023 Meetings

3. **PUBLIC HEARING**
   Solicitation of Public Comment on 2023-24 Proposed Budget – Clerk-Treasurer/Mayor
   (See Attachment and Manager's Report)

4. **SPECIAL PRESENTATION**
   Presentation of Resolution of Thanks and Appreciation to the Chilhowie Garden Club, COACH, Chilhowie High School on Town Wide Beautification – Clerk-Treasurer/Mayor (See Attachment and Manager's Report)

5. **CITIZEN TIME**

6. **OLD BUSINESS**

   A. Council/Staff Comments on Budget Public Hearing and Selection of Date for Adoption

B. Update on the Lead Service Line Inventory Project – Town Manager (See Attachment)

C. Update on the Seven Mile Ford and System Wide Meter Replacement Project of Which $3,500,000 has be Obligated by the Health Department - Town Manager/Staff

D. Update on Splash Pad – Town Attorney

E. Update on Older Americans Day, May 25 – Special Events Coordinator (See Attachment)

F. Report of Past Actions and Requested Ratification of American Rescue Plan Act Remaining Funding – Clerk-Treasurer (See Attachment and Manager's Report)

G. Presentation of East Lee Highway Payment Request Number 10 and Update on Project – Staff (See Attachment)

H. Report on Public Works Recent Activities Including Town Hall Landscaping, Water Leak at White Top Road and Mill Creek Road, and VDOT Sidewalk Improvements and Vactor Truck Delivery – Director Public Works (See Attachment)

I. Update on Countywide Emergency Medical Services Recent Developments – Fire/EMS Chief

J. Update on New Website – Deputy Clerk-Treasurer

7. NEW BUSINESS

A. Presentation of County Wide Automatic Aid Fire Agreement – Fire/EMS Chief (See Attachment)

B. Presentation of Virginia Risk Sharing Association Insurance Package – Clerk-Treasurer (See Attachment)

C. Request From Berry Home Center to Purchase Town Lots Near Southern End of Church Avenue and Procedures – Town Attorney (See Manager's Report)

D. Presentation of Resolution from Smyth County Economic Development on Vehicle Charging Station – Town manager (See Attachment)

E. Presentation of Resolution to Comcast Regarding Removal of WDBJ Roanoke – Town Manager (See Attachment)

F. Report on Upcoming Events at Town Park – Recreation and Special Events Coordinator

8. COMMITTEE REPORTS

9. 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

10. ANY OTHER COUNCIL BUSINESS

11. CLOSED SESSION
None Scheduled

12. CONINTUE MEETING