TOWN OF CHILHOWIE

Mayor: Gary L. Heninger

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

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Town Manager: John E. B. Clark, Jr.
Clerk/Treasurer: Felicia Eller
Police Chief: Andrew K. Moss
Director Public Works: Daniel W. Combs
Fire/EMS Chief: C. David Haynes
Building Official: C. David Haynes
Wastewater Operations: Luke A. Lowe
Water Operations: Don Cole, II
Legal: Cassell & Crewe, P.C.

AGENDA

TOWN OF CHILHOWIE COUNCIL MEETING

April 11, 2024

7:00 P.M.

1. **INVOCATION – Rev. Bob Bierman, Trinity Chapel**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF COUNCIL**

4. **APPROVAL OF MINUTES**

   Regular March 14, 2024 and Continued March 28, 2024 Meeting Minutes

5. **CITIZEN TIME**

6. **SPECIAL PRESENTATION**

   A. 2024 Apple Festival Master Plan – (See Attachments)

7. **OLD BUSINESS**

   A. Update on Lead Service Line Inventory – Staff/Town Manager

   B. Update on Sewer Infiltration and Inflow Project and Debt Limit – Town Manager/Clerk Treasurer (See Attachment)

C. Report on Hotel Study – Town Manager (See Attachment)

D. Report on January Ultraviolet Outage at Sewer Treatment Plant, Department of Environmental Letter and Town Response – Town Manager/Staff (See Attachment and Manager's Report)

E. Review of Chlorine Contact Tank Project and Submission of Final Requisition Request #6 – Town Manager/Staff (See Attachment and Manager's Report)

F. Report on Burned Out Structure Letter – Town Manager/Fire Chief/Attorney

G. Report on First Quarter Planning Commission Meeting Activities and Comprehensive Plan Rewrite – Clerk Treasurer (See Attachment)

8. NEW BUSINESS

A. Presentation of 2023 Fire/Emergency Medical Services Report – Chief Haynes (See Attachment)

B. Notice of Household Hazardous Waste Collection Day April 27th – Town Manager (See Attachment and Manager's Report)

C. Report on 2024-2025 Budget Preparation and Selection of Date for Continued Budget Meeting – Clerk Treasurer/Town Manager

D. Report on Submission of Funding Request to Congressional Directed Spending Program – Town Manager (See Attachment and Manager's Report)

E. Report on Meeting with Virginia Department of Transportation on Possible New Access Road to Fire/EMS Training Building – Fire/EMS Chief

F. Discussion of Discounted Water Rate South of Town – Town Manager/Clerk Treasurer

9. COMMITTEE REPORTS

None.

10. DEPARTMENT REPORTS

A. Town Manager – John E. B. Clark, Jr.
B. Clerk-Treasurer – Felicia Eller
C. Fire/EMS Chief – David Haynes
D. Building Official – David Haynes
E. Police Chief – Andrew Moss
F. Public Works Director – Danny Combs
G. Recreation/Special Events Coordinator – Stephen Fields
H. Town Attorney – Paul Cassell

11. ANY OTHER COUNCIL BUSINESS

12. CLOSED SESSION

A. Report on Administrative Personnel Transition – Town Attorney
Justification 2.2-3711(A)(1) of the Code of Virginia, as Amended

13. Adjournment