Virginia: **At the regular meeting of the Council of the Town of Chilhowie held at the Municipal Building, January 9, 2025, at 7:00 p.m.**

Present: **Honorable Gary L. Heninger, Mayor presiding; Councilors Bill Clear, Shannon Donnelly, Brent Foster, Bob Jeter, Julie Sturgill, and P.J. Wolfe.**

Absent: **None.**

Also Present: **Mr. Brian Martin, Town Manager; Mrs. Felicia Eller, CMC, Clerk-Treasurer; Messrs. Paul Cassell, Town Attorney; Andrew Moss, Police Chief; David Haynes, Fire/EMS Chief; and Tyler Keen, Assistant Public Works Director**

Mayor Heninger called the meeting to order Mr. John Graham gave the Invocation. The Pledge of Allegiance was recited.

Approval of Minutes:

Motion by Julie Sturgill, second by Brent Foster Council approves the regular December 12 2024 minutes. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Roll Call for Planning Commission Members:

David Blevins	Present	Donna Blevins	Present
Jim Bonham	Present	Flave Davis	Present

Public Hearing:

- Joint Public Hearing with Town Council – 2025 Comprehensive Plan – Mrs. Eller presented the following:

Notice of Joint Public Hearing
2025 Comprehensive Plan
Town of Chilhowie, Virginia

The Chilhowie Town Council and Chilhowie Planning Commission will be holding a Joint Public Hearing to consider adoption of a new Comprehensive Plan for the Town that has been formulated in conjunction with the Mount Rogers Planning District Commission and Chilhowie Planning Commission. The proposed Plan is slated to replace the 2018 document. The Plan focuses on key community features including population / demographics, housing, land use, community facilities, transportation, economy and government, etc., and makes recommendations thereon. The Joint Public Hearing will be held on Thursday, January 9, 2025 at 7:00 p.m. at the Chilhowie Town Hall. Any Citizen of the Town or other interest citizen is invited to appear and speak thereon.

Following the Public Hearing the Planning Commission may make a recommendation on its adoption, with or without amendments, to the Town Council. Signed written comments will also be accepted and read aloud. A copy of the proposed Comprehensive Plan is available for review at the Town Hall at 325 East Lee Highway and on-line at www.chilhowie.org.

By Authority of the Mayor and Town Council,
J. Brian Martin, Town Manager

By Authority of the Chilhowie Planning Commission,
James B. Bonham, III, Chairman

Published in Smyth County News December 21, 2024 and December 28, 2024 Editions

Mayor Heninger opened the Public Hearing at 7:05 p.m.

Jordan Powers: I am Jordan Powers, with the Mount Rogers Planning District Commission. The Mount Rogers Planning District Commission was tasked with assisting the Town with rewriting the Comprehensive Plan. It is important for us to understand what the Comprehensive Plan is. The Comprehensive Plan is the Town's principal guidance or visioning document. It is used to maintain and enhance the managed growth and viability of the Town. Every five years you must update or adopt a Comprehensive Plan that is required by the state. Throughout the past twelve months we have held meetings with the Planning Commission to discuss the updated information that the Mount Rogers Planning District Commission provided.

I have a few key pieces I would like to touch on. The second chapter in this document is, "The Goals and Objectives" those are updated and developed into an implementation matrix that identifies the funding required for each task. The potential timeline for responsible parties for each strategy. Next up in the Population Chapter we updated the demographics with the most up to date information. I just wanted to touch on each chapter to provide a general idea of the things that were discussed. The next chapter is, Housing, we discussed occupancy and needs were outlined and addressed. The lack of new construction, elderly housing options, and housing affordability are becoming a real issue within the Town and the region as a whole. For the Land Use Chapter, the Mount Rogers Planning District Commission conducted a street-by-street land use survey. The land use survey identified property and acreage of each usage and produced a map of the existing land use, zoning, enterprise zone, flood plains, and watersheds for the Town. Next, we have Community Facilities. The total students enrolled in Chilhowie has dropped from 1,411 in 2010 to 1,240 in 2023. There has been a

consistent drop in attendance at the Chilhowie Public Schools. Also, in the Community Facilities chapter included a lot of information about infrastructure upgrades that have either been completed or currently being worked through by the Town. Mr. Clark provided a lot of the information. Next, is the Recreational Opportunities inside and near the Town of Chilhowie. This section houses the information for the new recreational facilities that the Town has built since the last Comprehensive Plan. The new recreational facilities include the Splash Pad, Dog Park, and new equipment and facilities at the Town Park. Last is the employment and unemployment labor force industry sector, major employers, and income figures have been outlined in the Economic Chapter. Additionally, the economic development opportunities are outlined in the development sites. Potential incentives businesses could have if they were to locate to Pathway Park and Deer Valley Park are also listed in the Economic Chapter.

I did not have anything too in depth planned for the Public Hearing. I think primarily we are looking for public comments. I will open the floor to anyone that may want to comment on the new Comprehensive Plan.

John Clark: The Town Manager and Clerk asked me to sit in on some of this endeavor since I was here when this started. I have some background information I'm going to be very brief. First, I would like to thank the Planning Commission, staff, and Mr. Jordan Powers, Mount Rogers Planning District Commission, for all the time they have put into the rewrite of the Comprehensive Plan. I think we ended up with a very good product here probably better than the one we had in 2018. I want to draw your attention to page 19 of the Comprehensive Plan. On page 19 under section 1.4 and 2.4 wholesale sales to Smyth County that is the biggest water customer. We take in $4000-$5000 a month from Smyth County. For some reason approximately two years ago, when were finishing the water tanks at the Water Treatment Plant we curtailed Smyth County water usage. We went from $4000-$5000 a month to $1000 a month. The Town discovered what happened and reached out to Smyth County. Smyth County had been buying their water from Marion, but our water is a little bit cheaper. Smyth County feeds Greenwood, Cleghorn Valley, and Ebenezer. We placed a new meter on Green Springs and the meter went from 400-500 gallons of usage a month to 4,000-5,000 gallons a month.

On page 25, Transportation, this came up a good bit prior to my retirement. We have mentioned the lighting and pedestrian problem at Exit 35 on Interstate 81. Also, the drainage at Berry's on Whitetop Road. On Streets on page 64 there is an asterisk stick on Skyview Drive, Clairmont Heights, and Echo Lane and the rest of the streets the Town maintains throughout the Winter. Before you do anything major on the roads with an asterisk stick, there needs to be more research on those roads due to questions about private right-aways or if it is a Town street. On page

82, under Industrial Sites there is a well on Pathway Park that is cable of 400,000 gallons a day. We did not put per day, but the figure is per day. Following immediately on page 81 under Meals Tax this fiscal year Meals Tax became the second highest revenue source for the Town right behind water. The Meals Tax has steadily gone up each year with only one raise in 2016 and 2017. We do not have the figures for this year yet, but think we are on track to hit $1,000,000 this year. Thank you for allowing me to the opportunity to work on the Comprehensive Plan.

Mayor Heninger closed the Public Hearing at 7:15 p.m.

Motion by Donna Blevins, second by David Blevins Planning Commission recommends to Council to adopt the rewrite of the Comprehensive plan for the next five years. The motion was approved with the following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Aye

Adjournment of Planning Commission –

Having no further business, upon motion by Flave Davis, second by David Blevins unanimously passed, the Commission adjourned the meeting at 7:16 p.m.

Motion by Brent Foster, second by Bob Jeter Council accepts the recommendation from the Planning Commission to adopt the Comprehensive Plan as presented. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Special Presentation:

The Police Department has recently conducted a hiring process for a new Police Officer. Chief Andrew Moss introduced Mr. Chance Sessor as the new hire for the Police Department. Mr. John Graham appeared before Council to swear in Mr. Sessor via Oath.

Citizen Time:

Mr. John Graham expressed his appreciation to the Town and Council on behalf of the food pantry. The Town of Chilhowie is the most ardent supporter of Loaves and Fishes since 2002. During December 2024 Loaves and Fishes received extra money for the relief from Hurricane Helene. Loaves and Fishes were able to hold two distributions and distributed approximately 700 boxes of food to C0itizens in need.

Loaves and Fishes teamed up with a brother and sister to purchase candy for children for Christmas. The siblings grew up poor. They both remember being kids at Christmas and their mother always ensured they had candy even if they did not have much of anything else. The siblings donated $4,000 to purchase candy for Loaves and Fishes to distribute to children before Christmas.

Old Business:

- Update on Removal or Repair of Identifies Unsafe (Burned Out) Structures – Under the Virginia Property Maintenance Code, a Notice of Unsafe Structure for the property at 1404 West Lee Highway and 232 Overlook Drive was posted. The Notice of Unsafe Structure and the Right of Appeal was also certified mailed to the property owners. The property owner of 232 Overlook Drive sold the property. The new owners of the property have demolished the burned-out structure with the intent of building a house.

  The owner of 1404 West Lee Highway contacted Mr. Martin and requested additional time as they are addressing health issues. Mr. Martin emailed the property owner requesting information about how much additional time is needed. Mr. Martin has not received a reply from the owner at this time. Mr. Cassell suggested Council to authorize the Town Manager to send another email giving the property owner a deadline to respond. If the owner does not respond, proceed with demolition of the property. Mr. Haynes stated the property meets all requirements under the Virginia Property maintenance Code of unsafe uninhabitable conditions. If the Town demos the property, a lein will be placed on the property.

Motion by P.J. Wolfe, second by Bill Clear Council authorizes the Town Manager and Building Official to proceed with an additional email giving seven days to respond. If there is no response the burned-out structure will be demoed and a lein placed on the property. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Update on Sewer Infiltration and Inflow Project and Approval of Pay Requests Number 7 – The Sewer Infiltration and Inflow Project is continuing to progress steadily. There are several places that have been identified that were previously relined or the line is in good condition resulting in cost savings. Town's staff has worked with Hurt and Proffitt, and the Contractor, to determine the best use of the funds saved to repurpose to other locations where there are Infiltration and Inflow issues. Bonham Road has been identified as an area that experiences issues with Infiltration and Inflow. The "open cut" section of the project running through the Chilhowie High School band practice field is now complete. The next phase under Highway 11 and along Bonham Avenue to Old Stage Road began during January 2025.

As a result of the Infiltration and Inflow Project the Town should see a considerable reduction in the inflow and infiltration entering the Town's wastewater system. The reduction in infiltration and inflow should correlate to reducing operating costs for the Wastewater Treatment Plant, including reduced electricity consumption and overall better efficiency. Pay Request Number Seven is in the amount of $250,949.18.

Motion by Julie Sturgill, second by Brent Foster Council approves Pay Request Number Seven in the amount of $250,949.18 The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Update on the Seven Mile Ford Water Line and Meter Replacement Project – The Town is not up to date on audits, and it is delaying the closing of the Seven Mile Ford Water Line and Meter Replacement Project. The Preaudit for the Fiscal Year 2023 has been completed and sent to the Auditor. The estimated date for the Fiscal Year 2023 Audit is June 30, 2025. The Town alerted the funding agencies, Health Department, and the Virginia Risk Sharing Association of the delay. The Town is moving forward with the Seven Mile Ford Water Line and Meter Replacement Project and is in the initial stages of the Parity process.

- Update on Hurricane Recovery – The Town recently secured a $2 Million Line of Credit from the Bank of Marion to cover the cost for repair for damage cause by Hurricane Helene. The Federal Emergency Management Aency (FEMA) requires a Locality to fund any repairs and then request reimbursement. Mr. Martin, Town Manager, requested to open a Hurricane Recovery Checking Account to utilize the Line of Credit funds and to remit payments to Contractors and vendors for Hurricane Recovery efforts.

Motion by Bob Jeter, second by Bill Clear Council authorizes Town staff to open a Hurricane Recovery Checking Account and authorizes the Mayor, Town Manager, and Clerk Treasurer to execute documents. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Planning Commission Vacancy - Mr. Jim Paine recently resigned from the Planning Commission due to relocating outside the Town limits. Councilman Shannon Donnelly graciously volunteered to serve on the Planning Commission.

Motion by Brent Foster, second by Julie Sturgill Council appoints Councilman Shannon Donnelly to fill unexpired term on the Planning Commission. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Amendment of Memorandum of Understanding for Town Manager – Mrs. Felicia Eller, Clerk/Treasurer, provided Council with an updated copy of the Personnel Rules and Regulations Handbook. Council approved the Personnel Rules and Regulations amendments on December 12, 2024. The state of Virginia acknowledges any employee that works thirty hours or more a week as a full-time employee, therefore, the employee is entitled to benefits. In Mr. Brian Martin's Memorandum of Understanding Virginia Retirement System was not included. Since the Town is following suit with the state of Virginia and acknowledging employees that work thirty hours or more a week full-time with benefits.

Motion by Brent Foster, second by P.J. Wolfe Council approves to amend the Memorandum of Understanding for the Town Manager to receive the benefits of Virginia Retirement System. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Vacancy at Wastewater Treatment Plant – The Wastewater Treatment Plant is seeking an employee for an open position. An employment opportunity ad has been placed in the Smyth County News, Bristol Herald Courier, Saltville Progress, Town of Chilhowie's website, and the Town's Facebook. Applications and resumes are due at the Town Hall on January 15, 2024, at 2:00 p.m. The Town has received three applications thus far.

- GovDeals Sale of 2007 Chevy Trail Blazer – The 2007 Chevy Trail Blazer was deemed surplus by Council during the Summer 2024. The Trail Blazer was placed on GovDeals and sold for $3,400.

New Business:

- Reappointment of Town Manager, Town Attorney, Clerk Treasurer, and Chief of Police–

- Appointment of Town Manager –

Motion by Brent Foster, second by Bill Clear Council reappoints Mr. Brian Martin to serve as Town Manager. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Appointment of Town Attorney –

Motion by Bob Jeter, second by Julie Sturgill Council reappoints Mr. Paul Cassell, Cassell & Crewe, P.C., to serve as the Town Attorney. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Appointment of Clerk-Treasurer –

Motion by Julie Sturgill, second by Shannon Donnelly Council reappoints Mrs. Felicia Eller to serve as Clerk-Treasurer. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Appointment of Chief of Police –

Motion by Bob Jeter second by Shannon Donnelly Council reappoints Mr. Andrew Moss to serve as Chief of Police. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Approval of First Responders Line of Duty Death Proposed Tax Exemption Ordinance – Mr. Bradley Powers, Commissioner of Revenue, presented before Council at the December 12, 2024, meeting to present the First Responders Line of Duty Death Proposed Tax Exemption Ordinance. If a First Responder is killed in the line of duty, their living spouse

will receive a tax exemption on the real estate property. The spouse will only receive a tax exemption on the primary household and as long as they do not remarry.

Motion by Brent Foster second by Shannon Donnelly Council approves the first reading of the First Responders Line of Duty Death Proposed Tax Exemption Ordinance and sets a Public Hearing to be held during the February 2025 Council meeting. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Approval of Agreement for Engineering Services - The Federal Emergency Management Agency (FEMA) requires the Town to have a procurement of engineering services. The Town's Engineering firm, Hurt and Proffitt, is not on a long-term retainer with the Town. The Town advertised a Request for Statements of Qualifications for Professional Architectural and Engineering Services in the Smyth County News Paper on November 16th and November 23, 2024, editions. Hurt and Proffitt were the only engineering company that submitted a Request for Statements of Qualification Professional Architectural and Engineering Services. Hurt and Proffitt's proposal is for a five-year contract.

  Council requested Mr. Martin to negotiate the hourly rate with Hurt and Proffitt to ensure the rates do not increase over the next five years. Mr. Martin Spoke with Mr. Dennis Amos, Hurt and Proffitt, and stated they could not see too far into the future, but the rates for 2024 will carry over to 2025. The contract also states, "This agreement shall be in effect for one year from the date of Agreement noted herein. The Agreement will be renewed automatically annually for an additional four-year period of service, at the discretion of the owner, and as agreed to by the Engineer." This allows the Town to opt out at the end of each year, if the hourly rates increase.

Motion by Julie Sturgill second by Bill Clear Council approves the Agreement for Engineering Services with Hurt and Proffitt and authorizes the Town Manager to execute documents. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Recognize Volunteers for Salvation Army Bell Ringers – Mr. Clark was approached by a gentleman at the Lyons Club concerning the Salvation Army Bell Ringers. The Salvation Army wanted to involve the local Towns and Town employees in ringing the bell. Mr. Clark reached out to Mr. Martin requesting to set up a meeting with Department Heads to get volunteers for the bell ringing. During the month of December Chief Haynes, Chief

Moss, Brian Martin, Stephen Fields, and Lieutenant Ben Perry assisted in ringing the bell for the Salvation Army at Food City. Chilhowie generated a total of $2,256.26.

- Presentation of Southwest Virginia Youth Football League – Mr. Martin requested to continue this matter until the February 13, 2025, Council meeting due to Mr. Stephen Fields absence.

Motion by Bill Clear second by Brent Foster Council continues this matter until February 13, 2025 Council meeting. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- Presentation of Highway Safety Initiative Quarterly Report – During the past quarter the Town has enforced speed on Interstate 81 at Exit 35. The highest speed during this quarter was 94 miles per hour. Chief Moss reported the total fines this quarter were $25,081.03 and the year-to-date amount is $46,873.88. During a shift there is only one Police Officer on duty. Having someone working Highway Safety allows assistance if needed.

- Approval of Purchase for Steam Jenny for Equipment Care – The Town assists the Virginia Department of Transportation in removing snow and salting roads. A wiring hardness was destroyed in one of the snow trucks due to salt and had to be replaced. During the winter months, it is impossible to go outside and spray a salt truck off after removing snow or spreading snow due to the water freezing. A Steam Jenny would be used to care for snow removal equipment as well as other equipment. The Steam Jenny also reduces harsh chemicals being used to clean the equipment. The total cost to purchase is $5,000.

Motion by Brent Foster second by Bill Clear Council approves the purchase of a Steam Jenny at the cost of $5,000. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Department Reports:

Mr. Brian Martin, Town Manager, reviewed the Town Manger's Report. Mr. Martin wrote a letter to the General Assembly at the request of Council. The letter requested the General Assembly look into possible ways to help move forward with solutions to the traffic issues at the intersection of Interstate 81 and Whitetop Road.

The Revenue Anticipation Note was closed, and the Tax and Revenue Anticipation Note was opened. The repairs at the Town Shop and the safety fencing required around the clarifiers and digesters at the Wastewater Treatment Plant have been completed. The citations are now

completed and are in compliance with the Department of Labor and Industry and Virginia Occupational Safety and Health.

Smyth 12 is an unofficial meeting for the Town Mangers of all three Smyth County Localities, County Administrator, and representative elected officials from each Council. The Smyth 12 has not met the past few months due to staff changes in other Localities. Mr. Martin is working with Mr. Shawn Utt, Smyth County Administrator, to make a concerted effort to refocus attention on the importance of the place now that new staff and newly elected officials are in place in all Localities.

Mr. Martin wrote a letter of support for the Smyth County application to the Virginia Department of Housing and Community Development for enhanced food pantry services in our County. Several years ago, the Town applied for and received $100,000 of Covid-related funding which allowed for much needed refrigeration equipment at the Loaves and Fishes Food Pantry. If the current application is funded, it will again increase the capabilities of our Town's food pantry to better assist the Citizens of our community.

Mrs. Felica Eller, Clerk/Treasurer, discussed account balances with Council. Mrs. Eller shared the current Standing Committee Assignments with Council. After reviewing the Standing Committee Assignments, Council agreed the previous Standing Committee Assignments are working fine and will continue.

- Town Committee Appointments – The Town Committee Appointments are as follows:

Finance and Personnel Committee	Public Works Committee
P.J. Wolfe, Chairman	Julie Sturgill, Chairwoman
Brent Foster	Bob Jeter
Julie Sturgill	P.J. Wolfe
Fire and Police Committee	Wellness and Parks Committee
Brent Foster, Chairman	Bill Clear, Chairman
Shannon Donnelly	Shannon Donnelly
Bill Clear	Bob Jeter

Motion by Brent Foster second by Julie Sturgill Council accepts the Standing Committee Assignments as presented. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Mr. David Haynes, Fire and EMS Chief, reported the Fire Department has issues with one of the two ambulances. One of the ambulances was in the shop receiving repairs. When the Fire

Department received the ambulance back, the issue was not fixed and had to be placed back in the garage. The Fire Department applied for a Rescue Squad Assistance Fund Grant to assist with a new ambulance. The grant was denied.

Mr. Andrew Moss, Police Chief, expressed appreciation for Mr. Cliff Burnett for assisting in the interview panel for the Police Department. The Flock Cameras and the drone have recently assisted in solving several crimes. Chief Moss is working through a grant to obtain deplorable barricades to ensure no one can run through a parade.

Closed Session:

- Discussion of a Public Contract Justification Section 2.2-3711 (A)(6) of the Code of Virginia, as Amended -

Motion by P.J. Wolfe, second by Shannon Donnelly and unanimously passed Council hereby enters into Closed Session under Section 2.2-3711(A)(6) of the Code of Virginia as amended, to discuss Administrative Personnel. The motion was approved with following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Motion by Julie Sturgill, second by Bob Jeter and unanimously passed Council hereby enters into Open Session. The motion was approved with following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	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 provisions of the Virginia Freedom of Information Act; and Section 2.2-3711(A)(6) 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 certified 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:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Motion by P.J. Wolfe, second by Bill Clear Council continues this meeting until January 30, 2025, at 6:30 p.m. The motion was approved with the following recorded vote:

Bill Clear	Aye	Shannon Donnelly	Aye
Brent Foster	Aye	Bob Jeter	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

_____Mayor
Gary L. Heninger

_____Clerk
Felicia Eller, CMC