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: Brian Martin
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
Special Events/Recreation: Stephen Fields
Legal: Cassell & Crewe, P.C.

AGENDA
TOWN OF CHILHOWIE COUNCIL MEETING
March 13, 2025
7:00 P.M.

1. **INVOCATION – Pastor Justin May, Chilhowie Christian Church**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF COUNCIL**

4. **APPROVAL OF MINUTES**

   Regular February 13, 2025, Council Meeting Minutes

5. **Special Presentation** – Smyth County Chamber of Commerce

6. **CITIZEN TIME**

7. **OLD BUSINESS**

   A. Update on Removal or Repair of Identifies Unsafe (Burned Out) Structures – Fire/EMS Chief & Town Manager (See Manager's Report and Attachment)

   B. Update on Sewer Infiltration and Inflow Project and Approval of Pay Request Number 9- Town Manager (See Manager's Report and Attachment)

C. Update on Hurricane Recovery – Town Manager & Clerk Treasurer (See Manager's Report)

D. General Board of Appeals Vacancy – Clerk Treasurer (See Attachment)

8. NEW BUSINESS

A. Board of Zoning Appeals Vacancy – Clerk Treasurer (See Attachment)

B. Save Local Pharmacies Act – Town Manager (See Town Manager's and Attachment)

C. Appalachian Regional Commission Grant Opportunity for Mount Rogers PDC – Town Manager (See Town Manager's Report and Attachment)

D. 2025 Meter Replacement Project – Tyler Keen (See Attachment)

E. 2025 Emory & Henry Citation Award Nomination Mr. Stephen Fields – Town Manager (See Attachment)

F. Potential Surplus Equipment – Tyler Keen (See Attachment)

G. Notice of Youth Government Day – Clerk Treasurer (See Attachment)

H. Water Capital Expense Change to Surveillance Cameras – Don Cole (See Attachment)

9. COMMITTEE REPORTS

None

10. DEPARTMENT REPORTS

A. Town Manager – Brian Martin
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. Water and Wastewater Chief Operators – Don Cole/Luke Lowe
H. Buildings and Grounds – Chris Johnson
I. Recreation/Special Events Coordinator – Stephen Fields

J. Town Attorney – Paul Cassell

11. ANY OTHER COUNCIL BUSINESS

12. CLOSED SESSION

A. Discussion of a Personnel Matter within Public Works Department – Justification 2.2-3711(A)(1), as Amended

B. Discussion of Public Contract – Justification 2.2-3711(A)(6), as Amended

13. ADJOURNMENT