

Virginia: At the Special Called meeting of the Council of the Town of Chilhowie held at the Municipal Building, November 29, 2018 at 7:00 p.m.

Present: Honorable Gary L. Heninger, Mayor presiding; Councilors Donna S. Blevins, Billy L. Clear, Alan W. Counts, Emily B. Dungan and F. Brent Foster.

Absent: None.

Also Present: Mr. John E. B. Clark, Jr., Town Manager; Mrs. Marlene Henderson, Clerk/Treasurer, MMC; Stephen Price, Police Chief; David Haynes, Fire Chief and Randy Sturgill, Building Official.

Farmer's Market Design:

During the previous Council meeting held November 8, 2018, Council was presented with three renditions of a Farmer's Market Structure. It was decided to meet with Ms. Sandra Graham, Architect for Hurt and Proffitt, to discuss design options for the structure. Ms. Graham worked with Council concerning design and cost estimates. After much discussion a concept was developed and a revised lay out will be submitted to the Town Manager during the first week of December.

Employee Christmas Gift:

The Budget includes a Christmas Gift of \$350 per employee for a total of \$12,600.00.

Motion by Brent Foster, second by Emily Dungan Council approves the Employee Christmas Gift of \$350 per employee. The motion was approved with the following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye		
Emily Dungan	Aye	Brent Foster	Aye

Any Other Council Business:

The matter of a Council decision on filling the unexpired term of Charles E. Doane was brought on for discussion. Mr. Charles E. Doane passed away on November 21, 2018. The term will expire on June 30, 2022. A Writ of Election must be filed with the Circuit Court Judge within fifteen days of the vacancy. The Writ should include a date for a Special Election to be held. Once the Judge receives the Writ of Election there should be sixty days before the election as well as time to file if interested in running for election.

Motion by Brent Foster, second by Bill Clear Council authorizes the Town Attorney to petition the Circuit Court of Smyth County to hold a Special Election on March 5, 2019 to fill the unexpired term of the late Charles E. Doane.

The motion was approved with the following recorded vote:

Donna S. Blevins	Aye	Billy L. Clear	Aye
Alan W. Counts	Aye		
Emily B. Dungan	Aye	F. Brent Foster	
Aye			

Discussion concerning an appointment to fill the unexpired term of Councilman Doane until the Special Election.

Motion by Alan Counts, second by Donna Blevins Council appoints Tamara H. Doane to fill the vacancy until the Special Election to fill the unexpired term of the late Charles E. Doane.

The motion was approved with the following recorded vote:

Donna S. Blevins	Aye	Billy L. Clear	Aye
Alan W. Counts	Aye		
Emily B. Dungan	Aye	F. Brent Foster	
Aye			

Closed Session:

- Discussion of Police Promotion as allowed under Section 2.2-3711(A)(1) of the Code of Virginia, as amended-

Motion by Alan Counts, second by Brent Foster and unanimously passed Council hereby enters into Closed Session for Discussion of Police Promotion, Justification Section 2.2-3711(A)(1) of the Code of Virginia, as amended. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye		
Emily Dungan	Aye	Brent Foster	Aye

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

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye		
Emily Dungan	Aye	Brent Foster	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)(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
Alan Counts	Aye		
Emily Dungan	Aye	Brent Foster	Aye

Motion by Brent Foster, second by Donna Blevins Council authorizes promotion of Aaron Smith to position of Deputy Chief. The motion was approved with the following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye		
Emily Dungan	Aye	Brent Foster	Aye

Motion by Alan Counts, second by Donna Blevins Council adjourns this meeting at 8:26 p.m. The motion was approved with the following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye		
Emily Dungan	Aye	Brent Foster	Aye

Gary L. Heninger Mayor

Marlene L. Henderson, MMC Clerk