

Virginia: At the continued meeting of the Council of the Town of Chilhowie held at the Municipal Building, May 16, 2019 at 6:15 p.m.

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

Absent: Councilwoman Emily Dungan

Also Present: Mr. John E.B. Clark, Jr., Town Manager; Mrs. Marlene L. Henderson, Clerk/Treasurer, MMC; Messrs. Paul Cassell, Town Attorney; Stephen Price, Police Chief; Jay Keen, Public Works Director and Ron Cahill, Recreation and Special Events Coordinator.

Farmer's Market Project and Additional Funding Update – Craig Barbrow, Rural Development, stated in an email to John Clark, Town Manager, Rural Development cannot award the additional funding requested for the Farmer's Market prior to June 16, 2019, and the Town Manager cannot guarantee the additional funding. Mr. Barbrow stated in the email there is more than ample funding available. The Contract Bid expires May 18, 2019 and the Contractor is very anxious to begin the project.

Motion by Brent Foster, second by Bill Clear Council hereby awards the Farmer's Market Contract and authorizes Mayor and Town Manager to execute documents. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Nay	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

Submission of Changes in 2019-2020 Budget Proposal – Following the budget presentation on May 9, 2019 there are two outstanding issues with the budget, police salary adjustments and the fire hydrant program. Calculating a four officer step increase at 10% would impact the budget by \$31,166.09 and a five officer step increase at 7.5% would impact the budget by \$39,179.34. John Clark, Town Manager, suggests a 7.5% step increase for three line officers, which does not include the 1.75% Cost of Living Adjustment.

Motion by Bill Clear, second by Donna Blevins Council authorizes 7.5% step increase for three line officers. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

It was suggested to review each department base rate of pay via Finance and Personnel Committee in the near future.

Motion by Brent Foster, second by Donna Blevins Council refers this matter to the Finance and Personnel Committee. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

Closed Session to discuss Police Department Personnel, as allowed by Section 2.2-3711(A) 1 of the Code of Virginia, as amended:

Motion by Alan Counts, second by Donna Blevins and unanimously passed the Fire and Police Committee hereby enters into Closed Session to discuss Police Department Personnel, as allowed by Section 2.2-3711(A)(1) of the Code of Virginia as amended. The motion was approved with the following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Lewis Shortt	Aye	Brent Foster	Aye

Motion by Brent Foster, second by Alan Counts and unanimously passed the Fire and Police Committee hereby enters into Open Session. The motion was approved with the following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Lewis Shortt	Aye	Brent Foster	Aye

CERTIFICATION OF CLOSED SESSION

The Town of Chilhowie Fire and Police Committee 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) of the Code of Virginia requires a certificate by the Committee that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Town of Chilhowie Fire and Police Committee 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.

The motion was approved with the following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Lewis Shortt	Aye	Brent Foster	Aye

Any Other Council Business –

The matter of the Fire Hydrant Program was discussed.

Motion by Brent Foster, second by Lewis Shortt Council authorizes \$1.00 be included in the budget to be billed monthly to each customer for fire protection. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

The matter of Committee Appointments was discussed.

Finance and Personnel

Alan Counts – Chair
Brent Foster
Donna Blevins

Public Works

Lewis Shortt – Chair
Alan Counts
Emily Dungan

Fire and Police

Brent Foster – Chair
Lewis Shortt
Bill Clear

Wellness and Parks

Bill Clear – Chair
Donna Blevins
Emily Dungan

Motion by Donna Blevins, second by Brent Foster Council adopts Committee Appointments as presented. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

The matter of advertising the 2019-2020 Budget for a Public Hearing during the regular scheduled Council meeting June 2019 was discussed.

Motion by Brent Foster, second by Donna Blevins Council authorizes advertisement of the 2019-2020 Budget for a Public Hearing to be held during the regular scheduled June 13, 2019 Council meeting. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

Motion by Alan Counts, second by Brent Foster Council adjourns this meeting at 6:52 p.m. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Alan Counts	Aye	Emily Dungan	Absent
Brent Foster	Aye	Lewis Shortt	Aye

Gary L. Heninger

Mayor

Marlene L. Henderson, MMC

Clerk