

**Virginia:** At the continued meeting of the Council of the Town of Chilhowie held at the Municipal Building, October 28, 2021, at 6:00 p.m.

**Present:** Honorable Gary L. Heninger, Mayor presiding; Councilors Donna Blevins, Billy L. Clear, Brent Foster, Lewis W. Shortt, Jr., Julie Shortt and P.J. Wolfe.

**Absent:** None.

**Also Present:** Mr. John E.B. Clark, Jr., Town Manager; Mrs. Marlene Henderson, MMC, Clerk-Treasurer; Messrs. Paul Cassell, Town Attorney; Jay Keen, Director of Public Works; Andrew Moss, Police Chief; David Haynes, Fire/EMS Chief; Randy Sturgill, Building Official and Jeff Smarr, Recreation/Special Events Coordinator.

**Closed Session:**

- Potential Economic Development – Justification Section 2.2-3711(A)(5) of the Code of Virginia, as amended –

Motion by Donna Blevins, second by P.J. Wolfe, an unanimously passed Council hereby enters into Closed Session for discussion of Potential Economic Development as allowed by, Justification Section 2.2-3711(A)(5) of the Code of Virginia, as amended. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

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

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	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)(5) of the Code of Virginia requires a certificate by the Council that such closed meeting was conducted on 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.

Record of vote:

Ayes: 6

Nays: 0

Absent: 0

**Business:**

- Washington County Enterprise Zone – A property on Framer’s Lane is zoned residential and Washington County is requesting the passing of a Resolution eliminating some of the enterprise zoned area. Washington County is requesting to remove the Framer’s Lane area and relocate some of the enterprise zone. This does not affect the Town of Chilhowie or Smyth County enterprise zones.

**RESOLUTION IN SUPPORT OF A PROPOSED  
WASHINGTON COUNTY ENTERPRISE ZONE AMENDMENT**

**WHEREAS**, Smyth County, Washington County, the Town of Chilhowie and the Town of Glade Spring have a jointly-designated Enterprise Zone, identified as Zone #51; and

**WHEREAS**, Washington County has stated a need to amend the existing Enterprise Zone #51, a portion of amendment is located in Smyth County, to incorporate additional properties in and around the Town of Abingdon and along Interstate 81, Exit 22; and

**WHEREAS**, this proposed expansion will serve to benefit economic and industrial expansion of Washington County to meet the goals and objectives of the Virginia Enterprise Zone Program.

**NOW, THEREFORE, BE IT RESOLVED**, the Council of the Town of Chilhowie is in support of the amendment to the Enterprise Zone #51 as proposed by Washington County.

**BE IT FURTHER RESOLVED**, the Council of the Town of Chilhowie authorizes the County Administrator to submit any additional documentation required by the Virginia Enterprise Zone Program to assist in the proposed amendment to the Enterprise Zone #51.

**Adopted** this the 28<sup>th</sup> day of October 2021

**ATTEST:**

**TOWN OF CHILHOWIE**

\_\_\_\_\_  
Marlene L Henderson, MMC, Clerk

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Gary L. Heninger, Mayor

Motion by Brent Foster, second by P.J. Wolfe Council adopts the Resolution. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

- American Relief Plan Act Funding – Staff prepared recommendations and comments for need on allocation of funds from American Rescue Plan Act (ARPA). Each department made suggestions and all the recommendations were complied. Staff listed items under eleven categories. The categories are as follows: Building and Grounds, Business Development, Esthetics/Beatification, Fire & EMS, Other, Personnel/Essential Workers, Police Department, Recreation, Sewer, Streets and Water. The funds must be spent within three years. Once an appropriation is reached a Public Hearing will be scheduled. Mr. Clark stated that no decision is required during this review; it is for informational purposes only. Council and staff reviewed each category with the recommendations made by staff.

Building and Grounds category Council and staff discussed the proposed purchases of a brush chipper, light bar for water meter truck, renovation of Fire Hall, repair of Bonham House roof, Fire and EMS training center, Old High School roof replacement, repair of ceilings in Old High School once roof is replaced, air conditioning for the gym section of the Old High School and an electronic LED message board for front of Town Hall.

Business Development category Council and staff discussed funding a business boot camp and a business incubator.

Esthetics and Beatification category Council and staff discussed the planting of trees along Highway 11. Mr. Foster suggested Mr. Chris Johnson, Public Works Department, to maintain and care for the landscaping, buildings and trees. A clock tower in the Downtown area as part of the Downtown Revitalization was discussed as well as professional flower beds or planting of grass in front of Town Hall.

Fire and EMS category Council and staff discussed replacing portable radio equipment and breathing air compressor. Council and staff also discussed the use of \$30,000 that is currently in the budget for an apparatus be removed to use for the required match for the fire hose replacement. They discussed the Fire and EMS training building, the use of \$200,000 as down payment for new apparatuses and the renovation of the Fire Department to acquire two dormitory spaces, one for each gender.

In Other category Council and staff discussed ways to promote African American History within the Town, Town House ruins and a light canopy on Main Street.

Personnel and Essential Workers category Council and staff discussed the upcoming increase of minimum wage to \$15 per hour within two years. Mr. Clark suggested to give all staff making under \$16.50 per hour a 5% increase and all staff making over \$16.50 per hour a 2.5% increase in pay. The American Rescue Plan Act can support the wage increase for three years.

Police category Council and staff discussed the purchase of a Polaris UTV side by side with a truck and trailer for all departments to utilize.

Recreation category Council and staff discussed a splash pad and possible location, playground equipment and possible location, exercise stations along the walking trail, improve picnic tables and trash receptacles in the Recreation Park and a dog park.

Sewer category Council and staff discussed the Inflow and Infiltration project, lights, pumps and SCADA system are currently budgeted and a vector truck that is not budgeted.

Streets category Council and staff discussed the paving of Aker Avenue, upgrade street lights to lumens, and solar Victorian lamps along the Will Walker Farmer's Market and Community Pavilion and Lucas Dowell Memorial Park.

Water category Council and staff discussed the chlorine contact tank that Washington County Service Authority has bid out and bids are due December 2, 2021, and a F550 Truck equipped with hydraulics and crane to set valves off with. Mr. Keen stated the current service trucks are in poor condition.

After much discussion of the staff's recommendations Mr. Clark stated the decisions for the essential workers' pay, chlorine contact tank, Inflow and Infiltration project and Fire Department situation needs to be decided sooner than later. Decisions can be made during the regular scheduled November 11, 2021 Council meeting.

Mayor Heninger requested Council to approve the purchase of \$25 gift cards to Food City for all employees to assist with the cost of Thanksgiving meals.

Motion by Lewis Shortt, second by Julie Sturgill Council approves the purchase of \$25 gift cards to Food City for all Town employees to assist with the cost of Thanksgiving meals. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

Motion by Brent Foster, second by Lewis Shortt Council adjourns this meeting at 8:20 p.m. The motion was approved with following recorded vote:

Donna Blevins	Aye	Bill Clear	Aye
Brent Foster	Aye	Lewis Shortt	Aye
Julie Sturgill	Aye	P.J. Wolfe	Aye

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Gary L. Heninger

Mayor

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Marlene L. Henderson, MMC

Clerk