



TOWN COUNCIL REGULAR MEETING

TOWN OF CHASE CITY, VA

Monday, April 08, 2024 at 7:00 PM

525 North Main Street, Chase City VA 23924

Phone: (434) 372-5136 | www.chasecity.org

ADA NOTICE

It is the intention of the Town of Chase City to comply in all aspects with the Americans with Disabilities Act (ADA). If you plan on attending a meeting to participate or to observe and need special assistance beyond what is routinely provided, the city will attempt to accommodate you in every reasonable manner. Please contact Town Hall by phone or email, at least four business days prior to the meeting to inform the City of your specific needs and to determine if accommodation is feasible.

AGENDA

Call to Order

Invocation

Citizen's Recognition

Consent Agenda

1. The minutes from the Town Council Meeting on 3/11/24 submitted to the Town Council for approval.

New Business

2. Bills Paid in the Month of March 2024
3. The Charge off report for March 2024 submitted to the Town Council for approval.
4. The Chase City Police Department report for March 2024 submitted to the Town Council for approval.
5. The Public Works report for March 2024 submitted to the Town Council for approval.
6. The March 2024 Chase City Volunteer Fire Department report submitted to the Town Council for approval.
7. The Chase City Volunteer Fire Department held elections on March 14, 2024 and have submitted their elected personnel. They are requesting the Town Council vote to approve their choices.

- [8.](#) The B Street Project has moved to Phase 2. As part of Phase 2, the Town Council is asked to vote to adopt the following resolution:
- [9.](#) As Part of the B Street Project, Town Council is asked to vote to approve the Residential Anti-Displacement and Relocation Assistance Plan Certificate.
- [10.](#) As part of the B Street Project Phase 2, Town Council is asked to vote to approve the Section 504 Grievance Procedure.
- [11.](#) As part of the B Street Project, the Town Council is asked to vote to approve the Section 3 Business & Employment Plan.
12. 319 N. Main Street

Item: To authorize the Old Town Office at 319 N Main Street to be classified as a surplus building so it can be sold.

Discussion: The Town Council will discuss their concerns regarding the Old Town Council Building at 319 N Main Street being marked as surplus to be sold.

Recommendation: The Town Council is asked to vote to authorize the Old Town Office at 319 N Main Street to be marked as a surplus building so that it may be sold.

Mayor/Council Comments

Town Manager's Oral Report

Adjournment

TOWN COUNCIL REGULAR MEETING

TOWN OF CHASE CITY, VA

Monday, March 11, 2024 at 7:00 PM

525 North Main Street, Chase City VA 23924

Phone: (434) 372-5136 | www.chasecity.org

MINUTES

Call to Order

The meeting was called to order at 7:00 p.m. by Mayor Alden Fahringer.

PRESENT

Town Manager Dusty Forbes

Mayor Alden Fahringer

Vice-Mayor James Bohannon

Council Member Brenda Hatcher

Council Member Pauline Keeton

Council Member Marshall Whitaker

Council Member Michelle Wilson

Council Member Latrisha McCargo

Invocation

Mayor Fahringer started the meeting by opening in prayer.

Citizen's Recognition

Barbara Johnson from Boydton spoke representing the Virginia Health Department. She wanted to make everyone aware of the offers and opportunities that the Health Department have available.

Consent Agenda

1. The minutes from the regular scheduled town council meeting on 2/12/24 submitted to town council for approval.

Motion made by Council Member Whitaker to accept the minutes from the regular scheduled meeting from 2/12/24. It was seconded by Council Member Hatcher.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

New Business

2. Bills Paid in the Month of February 2024

Motion made by Council Member Hatcher to accept the bills paid for February 2024. It was seconded by Council Member Wilson.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

3. Report to Council/Operating Budget February 2024

Motion made by Vice-Mayor Bohannon to accept the February 2024 operating budget as presented. It was seconded by Council Member Hatcher.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

4. The February 2024 Charge Off Report presented to the town council for approval.

Motion made by Vice-Mayor Bohannon to accept the February 2024 Charge off report as presented. It was seconded by Council Member Hatcher.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

5. The February 2024 Chase City Police Department report submitted to the Town Council for approval.

Motion made by Vice-Mayor Bohannon to accept the February 2024 Chase City Police Department Report. It was seconded by Council Member Hatcher.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

6. The Public Works report for February 2024 submitted to the Town Council for approval.

Motion made by Council Member Whitaker to accept the February 2024 Public Works report. It was seconded by Council Member Keeton.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

7. The Chase City Volunteer Fire Department report for February 2024 submitted to the Town Council for approval.

Motion made by Council Member Hatcher to accept the February 2024 report from the Chase City Volunteer Fire Department. It was seconded by Council Member Keeton.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

8. The Town Council will vote whether to use the Building Official / Demo Fund for the street improvement project at Main & Dodd Street.

Motion made by Council Member Whitaker to allow the Treasurer to use \$10,000.00 of the Building Official/ Demolition fund for the street improvement project at Main and Dodd Street. It was seconded by Vice-Mayor Bohannon.

Voting Yea: Vice-Mayor Bohannon, Council Member Hatcher, Council Member Keeton, Council Member Whitaker, Council Member Wilson, Council Member McCargo

Mayor/Council Comments

Mayor Fahringer spoke on the passing of Winthy Hatcher. He took a minute to reflect on the legacy of Mr. Hatcher and what a great man he was. He went on to say it was obvious that he was loved and respected by many, especially seeing everyone that come to pay their respects at this service. The Mayor went on to say that he himself loves being part of this town and is thankful for it.

Council Member Hatcher commented on behalf of the Hatcher family to thank everyone for their kind wishes and thoughts during the passing of Winthy.

Vice-Mayor Bohannon said he was lucky to have served on the Town Council with Winthy Hatcher. He felt he learned a lot from Mr. Hatcher. He also went on to thank Donald Long and the public workers

for how nice the Pavilion looks.

Council Member Whitaker said he had served on the Fire Department with Winthy Hatcher for many years and considered him a friend as well as family. He will be missed.

Council Member Keeton commented that she had many great memories with Winthy Hatcher. They lived on the same street and went to the same church. She said Mr. Hatcher was her son's godfather. She went on to say that he will be missed and was a great guy. There is no one like him.

Town Manager's Oral Report

Town Manager Forbes started his report by thanking everyone that came to the meeting. He reported that the B Street project is moving along nicely, with over 50% of the second home completely rebuilt. He said that the town is working on getting the clock moved to the new Town Office. A new platform has to be built and he is hopeful the clock will work. Before the clock was moved it was not working properly. Forbes said the Hutchinson Street sewer repair project took three weeks longer than expected and was more costly than anticipated but it is now complete. The Town Manager said he is hopeful that the runway paving will begin April

or May. He finished by saying it was a very nice send off for Winthy Hatcher. He was a pillar of the community and will be missed.

Adjournment

There being no further business the meeting was adjourned at 7:32 p.m.

Alden Fahringer, Mayor

Stacey Pafford, Clerk of Council

Selective Check Register

Town of Chase City

Including all check statuses

For Bank Id GC and Check Date from 03/01/2024 to 03/31/2024

BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT EFT	C
GC	045683	O	0000001351	ARAMARK	03/06/2024		350.06	
GC	045684	O	0000001820	BASTIONPOINT TECHNOLOGY	03/06/2024		3,934.43	
GC	045685	O	0000002730	BRENDA HATCHER	03/06/2024		250.00	
GC	045686	O	0000001458	E. MICHELLE WILSON	03/06/2024		250.00	
GC	045687	O	0000002366	JAMES H. BOHANNON	03/06/2024		250.00	
GC	045688	O	0000001817	LATRISHA M. MCCARGO	03/06/2024		250.00	
GC	045689	O	0000002814	MARSHALL WHITAKER	03/06/2024		250.00	
GC	045690	O	0000001852	MINNESOTA LIFE	03/06/2024		46.50	
GC	045691	O	0000001494	PAIGE'S CLEANING SERVICE	03/06/2024		1,200.00	
GC	045692	O	0000001457	PAULINE KEETON	03/06/2024		250.00	
GC	045693	O	0000000322	ROANOKE RIVER SERVICE AUTHORITY	03/06/2024		21,133.08	
GC	045694	O	0000000122	TOWN OF CHASE CITY	03/06/2024		178.23	
GC	045695	O	0000001030	TREASURER OF VIRGINIA	03/06/2024		2,157.00	
GC	045696	O	0000001495	VERIZON	03/06/2024		292.31	
GC	045697	O	0000001290	VIRGINIA RISK SHARING ASSOCIATION	03/06/2024		29,400.75	
GC	045698	O	0000001687	WITHOUT A PADDLE WASTEWATER SERVICES, LLC	03/06/2024		850.00	
GC	045699	O	0000001455	ALDEN FAHRINGER	03/11/2024		30.52	
GC	045700	O	0000001351	ARAMARK	03/11/2024		332.93	
GC	045701	O	0000000014	AUTO PARTS & EQUIP. CO., INC.	03/11/2024		148.13	
GC	045702	O	0000001668	BENTON-THOMAS OFFICE PRODUCTS	03/11/2024		577.44	
GC	045703	O	0000001970	BLUE HEELS REAL ESTATE INVESTORS, LLC	03/11/2024		120.40	
GC	045704	O	0000002058	BLUE RIDGE SPRINGS, INC.	03/11/2024		78.15	
GC	045705	O	0000000566	COLUMBIA GAS OF VIRGINIA	03/11/2024		2,320.33	
GC	045706	O	0000001811	DANIEL MARTIN	03/11/2024		128.00	
GC	045707	O	0000000290	DEPARTMENT OF MOTOR VEHICLES	03/11/2024		325.00	
GC	045708	O	0000000072	DOMINION ENERGY VIRGINIA	03/11/2024		4,452.29	
GC	045709	O	0000001971	ESTATE OF DORIS OVERBY	03/11/2024		96.00	
GC	045710	O	0000000032	F-A AUTOMOTIVE PARTS, INC.	03/11/2024		855.28	
GC	045711	O	0000000033	FARMVILLE WHOLESale ELECTRIC	03/11/2024		22.02	
GC	045712	O	0000000337	FORTILINE, INC.	03/11/2024		587.78	
GC	045713	O	0000001207	FUSION, LLC	03/11/2024		22.66	
GC	045714	O	0000001705	GRAHAM HARDWARE	03/11/2024		325.08	
GC	045715	O	0000002619	HARRIS, MATTHEWS & CROWDER, PC	03/11/2024		100.00	
GC	045716	O	0000001222	JOLENE SHEARIN	03/11/2024			

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BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT	EFT	CL
GC	045717	O	0000001972	KOP MGMT, LLC	03/11/2024		250.00		
GC	045718	O	0000001969	MAHALIA SMITH	03/11/2024		134.99		
GC	045719	O	0000001974	MATTHEW MCFARLAND	03/11/2024		179.00		
GC	045720	O	0000000065	MECKLENBURG SUN	03/11/2024		192.50		
GC	045721	O	0000001397	ROZIER TERMITE & PEST CONTROL, INC.	03/11/2024		220.00		
GC	045722	O	0000001975	SHAQUANAH HALL	03/11/2024		69.01		
GC	045723	O	0000001776	SMILEY'S CONSTRUCTION, LLC	03/11/2024		100,982.32		
GC	045724	O	0000002390	SOUTHSIDE REGIONAL PUBLIC	03/11/2024		2,918.40		
GC	045725	O	0000001976	STEPHANIE HICKS	03/11/2024		147.00		
GC	045726	O	0000000634	T & J FARM EQUIPMENT SALES, INC.	03/11/2024		76.84		
GC	045727	O	0000000122	TOWN OF CHASE CITY	03/11/2024		1,016.35		
GC	045728	O	0000001977	TREVOR MCKOIN	03/11/2024		219.60		
GC	045729	O	0000000037	VERIZON	03/11/2024		120.21		
GC	045730	O	0000001828	VIRGINIA UTILITY PROTECTION SERVICE, INC.	03/11/2024		64.40		
GC	045731	O	0000000077	WHOLESALE PARTS, INC.	03/11/2024		190.81		
GC	045732	O	0000000604	ADVANCE AUTO PARTS	03/15/2024		318.94		
GC	045733	O	0000001806	CALHOUN MULCH	03/15/2024		224.00		
GC	045734	O	0000001908	CAROLINE CIRCUIT COURT	03/15/2024		233.17		
GC	045735	O	0000000182	CHASE CITY FLOWER SHOP	03/15/2024		62.92		
GC	045736	O	0000000024	CHASE CITY VOLUNTEER FIRE DEPT	03/15/2024		4,308.33		
GC	045737	O	0000000802	COMCAST COMMUNICATIONS	03/15/2024		273.89		
GC	045738	O	0000000185	CREEDLE, JONES & ASSOCIATES, P.C.	03/15/2024		6,600.00		
GC	045739	O	0000001116	CUNNINGHAM BROS. AUTO PARTS LLC PRP	03/15/2024		875.00		
GC	045740	O	0000002644	DIVISION OF CHILD SUPPORT ENFORCEMENT	03/15/2024		32.50		
GC	045741	O	0000002327	DOGWOOD GRAPHICS, INC.	03/15/2024		89.41		
GC	045742	O	0000000072	DOMINION ENERGY VIRGINIA	03/15/2024		1,712.11		
GC	045743	O	0000001942	FIRST CITIZENS BANK	03/15/2024		3,083.22		
GC	045744	O	0000000337	FORTILINE, INC.	03/15/2024		801.53		
GC	045745	O	0000001135	FREEMAN AUTO PARTS	03/15/2024		129.99		
GC	045746	O	0000000036	FUEL FREEDOM CARD	03/15/2024		2,613.69		
GC	045747	O	0000002666	GALLS, LLC	03/15/2024		120.96		
GC	045748	O	0000000887	JAMES W. ELLIOTT	03/15/2024		706.35		
GC	045749	O	0000001979	JOHN & KARA BOYD	03/15/2024		53.50		
GC	045750	O	0000000398	MARK ROSE	03/15/2024				

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BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT EFT	C
GC	045751	O	0000000054	PARKER OIL CO., INC.	03/15/2024		3,042.65	
GC	045752	O	0000001177	PYLE SOLUTIONS LLC	03/15/2024		1,096.00	
GC	045753	O	0000000122	TOWN OF CHASE CITY	03/15/2024		407.62	
GC	045754	O	0000001495	VERIZON	03/15/2024		71.79	
GC	045755	O	0000001978	VULCAN CONSTRUCTION MATERIALS, LLC	03/15/2024		1,794.61	
GC	045756	O	0000000083	XEROX CORPORATION	03/15/2024		58.22	
GC	045757	O	0000000010	AFLAC	03/20/2024		745.05	
GC	045758	O	0000001455	ALDEN FAHRINGER	03/20/2024		333.34	
GC	045759	O	0000000004	ANTHEM BLUE CROSS & BLUE SHIELD	03/20/2024		17,888.00	
GC	045760	O	0000001351	ARAMARK	03/20/2024		337.04	
GC	045761	O	0000001864	ATLANTIC TACTICAL	03/20/2024		1,679.10	
GC	045762	O	0000000015	B & B CONSULTANTS, INC. (CC)	03/20/2024		2,345.40	
GC	045763	O	0000000908	BMS DIRECT, INC.	03/20/2024		1,156.43	
GC	045764	O	0000001469	COMCAST	03/20/2024		545.27	
GC	045765	O	0000000587	LINCOLN FINANCIAL GROUP	03/20/2024		582.04	
GC	045766	O	0000000853	MECKLENBURG COUNTY PUBLIC LIBRARY	03/20/2024		5,450.00	
GC	045767	O	0000000522	ROSES EXPRESS STORE #1829	03/20/2024		132.88	
GC	045768	O	0000001261	SHARE CORPORATION	03/20/2024		317.75	
GC	045769	O	0000001980	TREASURER, VIRGINIA TECH	03/20/2024		80.00	
GC	045770	O	0000001449	VERIZON WIRELESS	03/20/2024		146.46	
GC	045771	O	0000001351	ARAMARK	03/29/2024		787.97	
GC	045772	O	0000000015	B & B CONSULTANTS, INC. (CC)	03/29/2024		3,399.80	
GC	045773	O	0000001908	CAROLINE CIRCUIT COURT	03/29/2024		209.96	
GC	045774	O	0000001436	CHARLIE'S MASONRY & CONSTRUCTION	03/29/2024		2,000.00	
GC	045775	O	0000000802	COMCAST COMMUNICATIONS	03/29/2024		598.18	
GC	045776	O	0000002644	DIVISION OF CHILD SUPPORT ENFORCEMENT	03/29/2024		32.50	
GC	045777	O	0000000072	DOMINION ENERGY VIRGINIA	03/29/2024		8,833.43	
GC	045778	O	0000000337	FORTILINE, INC.	03/29/2024		4,533.80	
GC	045779	O	0000001254	GreatAmerica Financial Svcs.	03/29/2024		102.75	
GC	045780	O	0000001628	HOME DEPOT CREDIT SERVICES	03/29/2024		1,653.97	
GC	045781	O	0000001961	LONG, DONALD	03/29/2024		100.04	
GC	045782	O	0000000834	MCI COMM SERVICE	03/29/2024		37.22	
GC	045783	O	0000001258	MECKLENBURG COUNTY CIRCUIT COURT	03/29/2024		2,500.00	
GC	045784	O	0000000043	MECKLENBURG ELECTRIC COOPERATIVE	03/29/2024			

Date: 03/29/2024

Time: 1:01:24PM

Selective Check Register

User:

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Item #2.

Town of Chase City

Including all check statuses

For Bank Id GC and Check Date from 03/01/2024 to 03/31/2024

BANK ID	CHECK #	STATUS	VENDOR #	VENDOR NAME	CHECK DATE	RECONCILE / VOID DATE	AMOUNT	EFT	CL
GC	045785	O	0000001810	PAFFORD, STACEY	03/29/2024		7.50		
GC	045786	O	0000001898	PURCHASE POWER	03/29/2024		529.98		
GC	045787	O	0000002777	RAY'S AUTO SUPPLY	03/29/2024		45.00		
GC	045788	O	0000000305	SOUTHERN POLICE EQUIP. CO.	03/29/2024		63.99		
GC	045789	O	0000001981	TIGERTOUGH	03/29/2024		1,135.00		
GC	045790	O	0000000068	U. S. POST OFFICE	03/29/2024		439.37		
GC	045791	O	0000000214	VAMAC, INC.	03/29/2024		1,304.35		
GC	045792	O	0000001449	VERIZON WIRELESS	03/29/2024		884.40		
GC	045793	O	0000002086	WALKER, VIRGINIA G	03/29/2024		21.44		
GC	045794	O	0000001149	XTREME SIGNS	03/29/2024		300.00		

Bank ID: GC Name: General Checking Checking Account #: 0206906508

Bank ID Totals: 269,751.67

Report Totals: 269,751.67



Chase City Police Department
J. A. Jordan, Chief
 219 E. Second Street
 (434) 372-4244 or (434) 372-5112
 Fax: (434) 372-5246



Item #4.

March 2024 - Town Report

Total Summons – 80		Total Traffic - 87		Other - 7	
31	Speeding			1	Missing Person
5	Reckless Drive			1	Petit Larceny
8	Expired/No Registration			1	Shop Lifter
21	Expired/No Inspection			1	Larceny/Fraud
7	No O.L./Suspended			1	Intentional Damage
1	Window Tint			1	Hit & Run
1	Defective equipment			1	Grand Larceny
1	Altered Suspension				
1	Fail to Yield				
1	No Child Restraint				
2	Talking on Cell Phone				
1	Cracked Windshield				

Worked - 213		Investigated - 40	
15	Assist Fire/Rescue	6	911 Hang-Ups
23	Assist Other Officer(s)/Agencies	11	Alarms
3	Auto Accidents	1	Animal Complaints
153	Citizens' Complaints	1	Assault
1	Message/Motorist Assist	3	Disturbance
9	Stand-By@ Closing/Security Checks	1	Fight
3	Town Service	2	Fraud

6	Traffic Control	1	Hit & Run
		5	Larceny
		1	Loud Music
		6	Prowler/Trespassing
		1	Threat
		1	Vandalism

Miscellaneous - 192			
10	Calls for County	1	Direct Call for Fire
24	Calls to talk Directly to 200	124	Direct Patrol
30	Calls to talk to Officer on duty	3	Warrant Service

Patrolled: miles: 7,306

Total Loss: \$1,340.00

Total Recovered: \$-0-

Vandalism: \$1,500.00

March 2024

Public Works Monthly Update

The month rolled on by in a hurry. Not short of things for the guys to do either. Everyone has pitched in where and when needed. The grass and water issues have kept both crews on their toes.

Charlie Small was brought in to build a new pedestal for the clock and the reworking of the wall in the rear of the building. We are gearing up for Spring Clean Up week. We expect to see a lot of spring cleaning from our residents.

Street Department

The Street Crew guys have been stretched to the limit trying to keep up with the grass. Rainy days keep them from cutting, warm days makes it jump. With some persistence, they have done a good job. They have also been busy with brush and debris removal. Gravel delivery can be added to the list as well. The crew finds time to pick up at the Cemetery and keep it looking nice too.

Maintenance

Chris has been at the Town Office cleaning and repainting the windows.

His most recent job there was installing wires/lines for the reinstall of the clock on its new pedestal at the front of the building. He has also maintained the airport, pavilion and the Library.

The shop has dealt with maintenance and some repair work on several of the Police vehicles. Loader tires were ordered and installed by G&E Tire of South Hill.

Water Department

The Water Crew was able to get the last of the new water lines replaced on Hutcheson Ave. to complete the install process. During the month, we have had a few small leaks to deal with; Several sewer lines to unclog. They made a new water tap, rerouted an old water line and are currently

prepping an area behind the old PD for a sewer line replacement for the Fire Department.

Other Updates

The guys at the Waste Water Plant are keeping things going pretty good. They had an issue with one of the pumps at the WWTP and Thynedale Pump Station but with a little elbow grease, the problems were solved quickly.

THANKS TO ALL OF THE GUYS!!!



March 2024

Incident Type Details	2024-03-01	Total
611 - Dispatched & canceled en route	6	6
651 - Smoke scare, odor of smoke	1	1
440 - Electrical wiring/equipment problem, other	1	1
154 - Dumpster or other outside trash receptacle fire	1	1
311 - Medical assist, assist EMS crew	3	3
553 - Public service	1	1
142 - Brush or brush-and-grass mixture fire	2	2
111 - Building fire	2	2
500 - Service Call, other	4	4
324 - Motor vehicle accident with no injuries.	2	2
600 - Good intent call, other	1	1
650 - Steam, other gas mistaken for smoke, other	1	1
Total	25	25

Training

Crews spent several days out at the old Bluestone Middle School complex training on a multitude of different scenarios. This allowed us to have first hand experience that is hard to replicate.

Chase City Volunteer Fire Department Annual Elections

Item: Chase City Volunteer Fire Department held its annual elections on March 14, 2024. The following personnel were elected by majority to serve April 25, 2024 through April 24, 2025.

Line Officers

Chief – Mark Lewis
Assistant Chief – Nicholas Anderson
Captain – Joshua Whitten
1st Lieutenant – Evan Stembridge
2nd Lieutenant – Braden Simmons

Administrative Officers

President – Marvin Hatcher
Vice President – Virginia Bowman
Secretary – Marshall Whitaker
Assistant Secretary – Christian Anderson
Treasurer – Jason Mull
Assistant Treasurer – Marshall Whitaker
Chaplain – Rev. Herman Newcomb

The Chase City Volunteer Fire Department is requesting the Town Council to vote to approve the appointments of these personnel.

DUSTY FORBES
Town Manager

VIRGINIA G. WALKER
Treasurer

DONALD LONG
Public Works Superintendent

J. A. JORDAN
Chief of Police

Item #8.

ALDEN FAHRINGER
Mayor

JAMES H. BOHANNON
Vice-Mayor

Town of Chase City

525 North Main Street
Chase City, Virginia 23924
(434) 372-5136
Fax: (434) 372-2587

B STREET COMMUNITY PROJECT, PHASE 2

Be it resolved that the Town of Chase City has been awarded a Community Development Block Grant from the Virginia Department of Housing and Community Development for the B Street Community Project, Phase 2 for \$1,600,000.

Whereas The Town will accept and appropriate all funds received towards activities related to the above-named project; and

Whereas the project activities include improving the living conditions of nine low and moderate-income units through housing rehabilitation, infrastructure improvements that will include water line and sewer line improvements, demolition, and clearance of two vacant, dilapidated units, and annual neighborhood clean-up sessions throughout the project area.

Be it further resolved that the Town of Chase City authorizes Charles Forbes to sign and approve all requests for reimbursement, execute all contracts and agreements, and submit all appropriate documentation necessary for the successful implementation of the project.

Town of Chase City

Date

Attest:

Town of Chase City

525 North Main Street
Chase City, Virginia 23924
(434) 372-5136
Fax: (434) 372-2587

Residential Anti-Displacement and Relocation Assistance Plan Certification

Town of Chase City

The Town of Chase City will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended. All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion.

Before obligating or expending funds that will directly result in such demolition or conversion, the Town of Chase City will make public and advise the state that it is undertaking such activity and will submit to the state, in writing, information that identifies:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of low- and moderate-income households in the jurisdiction.

The Town of Chase City will provide relocation assistance to each low/moderate-income household displaced by the demolition of housing or by the direct result of assisted activities. Such assistance shall be provided under Section 104 (d) of the Housing and Community Development Act of 1974, as amended, or the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The Town of Chase City’s B Street Project, Phase 2 includes housing rehabilitation, substantial reconstruction, demolition of vacant, dilapidated units, water and sewer improvements as outlined in the Community Development Grant application submitted in June 2023.

The activities as planned will not cause any displacement from or conversion of occupiable structures. As planned, the project calls for the use of the existing right-of-way or easements to be purchased or the acquisition of tracts of land that do not contain housing. The Town of Chase City will work with the grant management staff, engineers, project area residents, and the Department of Housing and Community Development to ensure that any changes in project activities do not cause any displacement from or conversion of occupiable structures.

In all cases, an occupiable structure will be defined as a dwelling that meets local building codes or a dwelling that can be rehabilitated to meet the code for \$25,000 or less.

Duly adopted at the regular meeting of the Chase City Town Council on April 8, 2024.

Signature of Authorized Official

Town of Chase City

525 North Main Street
Chase City, Virginia 23924
(434) 372-5136
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Section 504 Grievance Procedure

The **Town of Chase City** has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the Department of Housing and Urban Development's (HUD) (24 CFR 8.53(b) implementing Section 504 of the Rehabilitation Act of 1973, as amended (29 USC 794). Section 504 states, in part, that "no otherwise qualified handicapped individual . . . shall solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. . . ."

Complaints should be addressed to **Charles Forbes, Town Manager, Town of Chase City, 525 N. Main Street, Chase City, VA 23924**, who has been designated to coordinate Section 504 compliance efforts.

1. A complaint should be filed in writing or verbally contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
2. A complaint should be filed within thirty days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination occurring before this grievance procedure was in place will be considered on a case-by-case basis.)
3. An investigation, as may be appropriate, shall follow the filing of a complaint. The investigation will be conducted by Charles Forbes, Town Manager. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint. Under 24 CFR 8.53(b), the Town of Chase City needs not to process complaints from applicants for employment or applicants for admission to housing.

4. A written determination as to the validity of the complaint and description of the resolution, if any, shall be issued by Charles Forbes and a copy forwarded to the complainant no later than thirty days after its filing.
5. The Section 504 coordinator shall maintain the files and records of the Town of Chase City relating to the complaints filed.
6. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made within thirty days to Alden Fahringer, Mayor.
7. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
8. These rules shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards, and to assure that the Town of Chase City complies with Section 504 and the HUD regulations.

Duly adopted at the regular meeting of the Chase City Town Council on April 8, 2024.

Authorized Signature

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SECTION 3 BUSINESS AND EMPLOYMENT PLAN TOWN OF CHASE CITY

1. The Town of Chase City designates as its Section 3 Business and Employment Project Area Mecklenburg County.
2. The Town of Chase City, its contractors, and designated third parties shall utilize Community Development Block Grant (CDBG) funds to utilize businesses and lower-income residents of the County in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for construction, non-construction, materials, and supplies, the Town of Chase City, its contractors, and designated third parties shall take the following steps to utilize businesses that are located in or owned in substantial part by persons residing in the County:
 - (a) The Town of Chase City shall identify the contracts required to conduct CDBG activities.
 - (b) The Town of Chase City shall identify through various and appropriate sources including the News Progress and the Mecklenburg Sun the business concerns within the County that are likely to provide construction contracts, non-construction contracts, materials, and services that will be utilized in the activities funded through the CDBG.
 - (c) The identified contractors and suppliers shall be included on bid lists used to obtain bids, quotes, or proposals for work or procurement contracts that utilize CDBG funds.
 - (d) To the greatest extent feasible the identified business and any other project area business concerns shall be utilized in activities that are funded with CDBG funds.

- 4. The Town of Chase City and its contractors and subcontractors shall take the following steps to encourage the hiring of lower-income persons residing in the County:
 - (a) The Town of Chase City in consultation with its contractors (including design professionals) shall ascertain the types and number of positions for both trainees and employees that are likely to be used to conduct CDBG activities.
 - (b) The Town of Chase City shall advertise through the following sources: News Progress and the Mecklenburg Sun the availability of such positions with the information on how to apply.
 - (c) The Town of Chase City, its contractors, and subcontractors shall be required to maintain a record of inquiries and applications by project area residents who respond to advertisements and shall maintain a record of the status of such inquiries and applications.
 - (d) To the greatest extent feasible, the Town of Chase City, its contractors, and subcontractors shall hire lower-income project area residents to fill training and employment positions necessary for implementing activities funded by the Community Development Block Grant (CDBG).

- 5. To document compliance with the above affirmative actions and Section 3 of the Housing and Community Development Act of 1974, as amended, the Town of Chase City shall keep, and obtain from its contractors and subcontractors, Registers of Contractors, Subcontractors, and Suppliers and Registers of Assigned Employees for all activities funded by the CDBG. Such listings shall be completed and shall be verified by site visits and employee interviews, crosschecking of payroll reports and invoices, and audits if necessary.

Duly adopted at the regular meeting of the Chase City Town Council on April 8, 2024.

Authorized Signature