



**Town of Bluefield  
Town Council Meeting Minutes  
Thursday, August 14th, 2023, 6pm.**

The Bluefield, Virginia Town Council held a Special Called meeting on Tuesday, August 14<sup>th</sup>, 2023 at 6pm in the Council Chambers of the Town Hall located at 112 Huffard Drive, Bluefield, VA.

This Special Called meeting will include the award of the water project contract.

<b>Present- Council Member</b>	<b>Also Present</b>
Donnie Linkous, Mayor	James Hampton – Assistant Town Manager, Transit Director, Treasurer
Cathy Payne, Council Member	Lori Stacy, Town Clerk
Anglis Trigg, Council Member	
Lee Riffe, Council Member	
Rick Holman, Vice Mayor	
Charles Presley, Council Member	
<b>Absent-</b> Ron Holt	

Mayor Donnie Linkous brought the meeting to order.

**MOTION TO RECONVENE SPECIAL CALLED MEETING**

**Mayor Linkous asks for a motion to approve the reconvening of a Special Called Meeting from Thursday, August 14<sup>th</sup>, 2023.**

**Motion approved by Chuck Presley.**

**Seconded by Rick Holman.**

Mayor Linkous introduces the water project contracts that are up for bid for the Town of Bluefield, VA.

Mayor Linkous introduces, Pam Young, Project Manager for Thompson and Litton.

Mayor Linkous states that Thompson and Litton has been the lead engineering firm on 90-100% of all the Town of Bluefield's water projects. The contracts were presented in a previous meeting by Rick Chitwood who is also an employee of Thompson and Litton. Mr. Rick Chitwood previously suggested to the Town of Bluefield to commit to the lowest bid contract from Frizzell. Phase I is budgeted to approximately \$3.2M. Mayor Linkous states this project will save the Town \$100,000 annually.

Mayor Linkous informs the board that an inspector, hired for this particular project, is ready to start on this contract.

Mrs. Young explains it can take up to a month for this project to get mobilized after the contract is signed.

Mrs. Young informs the board that Frizzell stated some items in the contract can be removed and some items can be reassigned to the town's maintenance crew to alleviate cost, like fencing. Also, some items listed in contract #2 can be moved to contract #1.

Mayor Linkous gives a positive review of the work provided by Thompson and Litton and especially to Rich Chitwood on past projects and continues to feel confident in him leading this project.

Mr. Holman asks if there was grant funding from VDH.

Mr. Holman asks if the former town manager, Trent Crewe, applied for any grant funding for this project. James Hampton explains that ARPA funds were earmarked to cover the expense.

It is the boards understanding that are no grant funding sources available for this project at this time.

Mr. Trigg states the project is in good hands with Thompson and Litton.

Mrs. Young says she will ask Mr. Chitwood, Senior Project Manager/Associate, if grant funding from VDH was applied for. Mayor Linkous says the deadline was missed for VDH grant funding.

Mr. Holman asks Mr. Hampton about the second round of VDH funding for the water project.

Mr. Hampton states the town did apply for funding for Phase III. The second round of funding for Southwest Virginia was \$68M.

Mr. Holman asks Mrs. Young if the quoted amounts on each contract will fluctuate due to inflation and the rising costs of materials. Mrs. Young explains that she and Mr. Chitwood were pleased with the bids since others in the recent past had been quoted at \$1M and above the existing quotes.

Mr. Riffe states the water project needs to move forward and how it is the responsibility of council to take care of the residence of the Town of Bluefield, VA.

Mayor Linkous states the new Town Manager, Andrew Hanson, recommends the town sign the contract.

Mayor Linkous attributes the annual award the town receives for water quality to the expertise of Mr. Chitwood.

**MOTION TO ACCEPT THE #1 CONTRACT WITH FRIZZELL**

**Mayor Donnie Linkous asks for a motion to approve contract #1 with Frizzell to begin water project.**

**Motion approved by Chuck Presley**

**Motion seconded by Cathy Payne.**

**Motion approved unanimously by voice vote.**

**ROLL CALL VOTE**

<b>Councilmembers</b>	<b>Vote- Yes, No or Abstain</b>
Anglis Trigg	Yes
Lee Riffe	Yes
Cathy Payne	Yes
Rick Holman	Yes
Chuck Presley	Yes

Mayor Linkous asks Council if they would agree to move the next council meeting to 6:00pm to accommodate Councilman Riffe who starts his workday at 2:00 a.m.

Mrs. Payne reminds council that the planning commission will attend the next council meeting and they will need to be reminded of the new time. It is noted that the next meeting might need to start at 6:30 p.m. to accommodate the Planning Commission.

Mrs. Stacy will notify the board of the start time once it is decided.

Mayor Linkous tells council that he understands if new clerk, Lori Stacy is a little overwhelmed at first but that she has their support.

Mr. Presley asks if there is software to assist with recording minutes for council meetings. Mayor Linkous states Mr. Hampton to check.

Mayor Linkous encourages everyone to support the First Responders Cookout sponsored by the BVPD on August 17<sup>th</sup>, 5:30p.m at the city park.

Mrs. Payne asks for an update on the roof for the grounds keeper's house at Fincastle.

Lori Stacy to run an ad in the newspaper asking for bids for the roof.

Mayor Linkous says this past weekend's tournament at Fincastle was a huge success. Mayor Linkous asks Lori Stacy to send a thank you letter to Fincastle staff for hosting this very successful event.

**MOTION TO ADJOURN MEETING**

**Mayor Linkous asks for a motion to adjourn meeting.**

**Motion is approved by Rick Holman.**

**Motion seconded by Chuck Presley.**

**Motion passes unanimously by voice vote.**

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D. S. LINKOUS, MAYOR

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LORI STACY, TOWN CLERK