

**PURCELLVILLE TOWN COUNCIL MEETING
TUESDAY, JULY 13, 2021, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

The video from this meeting can be found at the following link <https://purcellvilleva.new.swagit.com/videos/128956>
The meeting of the Purcellville Town Council convened at 7:00 PM in Town Hall Council Chambers.

COUNCIL MEMBERS PRESENT IN PERSON:

Kwasi Fraser, Mayor
Tip Stinnette, Council Member
Joel Grewe, Council Member
Stan Milan, Council Member (late arrival 7:12pm)
Christopher Bertaut, Council Member

COUNCIL MEMBERS REMOTE:

Mary Jane Williams, Vice Mayor (per medical reason)

STAFF PRESENT IN PERSON:

David Mekarski, Town Manager
Sally Hankins, Town Attorney
Hooper McCann, Director of Administration
Dale Lehnig, Director of Engineering, Planning and Development
Don Dooley, Director of Planning and Economic Development
Shannon Bohince, Director of IT
Hibah Salah, Projects and Events Coordinator
Diana Hays, Town Clerk/Executive Assistant
Kimberly Bandy, Deputy Town Clerk

STAFF PRESENT REMOTELY:

Cynthia McAlister, Chief of Police
Sharon Rauch, Director of Human Resources
Elizabeth Krens, Director of Finance

CALL TO ORDER:

Mayor Fraser called the meeting to order at 7:00 PM. The Pledge of Allegiance followed.

AGENDA AMENDMENTS/APPROVAL:

None

CONSENT AGENDA

a. Approval of Meeting Minutes – June 22, 2021 Meeting

Council member Grewe made a motion that the Purcellville Town Council approve Consent Agenda, items 6a, as presented in the July 13, 2021 Town Council Meeting agenda packet.
(Carried: 5-0-1 absent, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Absent, Fraser: Aye)

PUBLIC HEARING

a. Public Hearing – Appropriation and Allocation of ARPA Funds

Mayor Fraser opened the public hearing at 7:05 PM, and Hooper McCann gave the brief staff report. There was one public comment made by Christopher Stevenson, resident of 240 E. Loudoun Valley Drive and President of a nonprofit, The Community Levee of Loudoun County, requested an undisclosed amount of the ARPA funds to assist the programs under this nonprofit. After Council discussion and confirmation of the need to commit to spending and obligating these funds and not committing to how to spend these funds is recommended this evening. The Mayor closed the public hearing at 7:12 PM.

PRESENTATION

Mike Senate gave the report for Purcellville Volunteer Rescue Squad.
The Mayor and Council presented Mr. Senate with a check for \$45,000.

STANDING COMMITTEE, COMMISSION, AND BOARD REPORTS

a. Planning Commission

Chair Ogelman gave the report by remote participation.

b. Purcellville Arts Council

Co-Chair Winters gave the report.

c. Board of Architectural Review

As no applications were submitted, there was no report.

d. Parks and Recreation Advisory Board

Chair Rohrer gave the report.

e. Economic Development Advisory Committee

Council member Bertaut gave the report.

f. Tree and Environment Sustainability Committee

Council member Grewe gave the report.

g. Community Policing Advisory Committee

Vice Mayor Williams gave the report.

h. Train Station Advisory Board

Mayor Fraser gave the report.

CITIZEN/BUSINESS COMMENTS

Casey Chapman, 205 Hirst Road Suite 106, gave comments regarding Planning Commission and Staff.

Council member Milan gave comments on behalf of Lyles Funeral Service, 630 S. 20th St., and read into record a distributed letter and email sent to Town Council and Planning Commission.

MAYOR AND COUNCIL COMMENTS

Mayor and Council were given 3 minutes.

ACTION ITEM(S)

a. Glass Commerce Local Portal Vendor Program

David Mekarski, Town Manager, gave the report. Glass Commerce committed to concentrating on preferred vendors within town limits becoming part of the local portal program with a two week timeframe once the town commits to the program. It was determined that if the yearly contract were to be renewed for future years it would renew under the same amount agreed upon at this meeting and if the town were not to renew the town owns the data, but no longer the platform. Further details were discussed of the contract and the information from businesses using the portal would all be shared in a public format available to the town and its' citizen and businesses.

Council member Bertaut moved that the Town Council approve BA 22-002 in the amount of \$10,000.00, to appropriate funds for the new Glass Commerce Local Portal Vendor program.

(**Carried: 4-2-0**, Grewe: Nay, Bertaut: Aye, Stinnette: Aye, Williams: Nay, Milan: Aye, Fraser: Aye)

b. VisitAble

David Mekarski gave the report and suggested that this vendor research more businesses/buildings other than Town Hall and the Tabernacle. Council proceeded with a discussion on this possibly being a pathway to further enhance the economic base for the Town and gain certification/training.

Council member Bertaut moved that the Town Council approve BA 22-003 in the amount of \$3,000.00, to appropriate funds for the new VisitAble program.

(**Carried: 5-1-0**, Grewe: Nay, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

c. Setting the Meeting Schedule of Town Council

David Mekarski gave the report.

Council member Grewe moved that the Town Council adopt Resolution 21-07-01, establishing the FY22 meeting schedule of the Town Council and prescribing rules for the continuance of meetings and that Town Council cancel its meetings scheduled for Tuesday, November 23rd and/or Tuesday, December 28th due to the Thanksgiving, Christmas and New Year's holidays respectively

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

d. Appointment of Vice Mayor

Mayor Fraser showed gratitude to Vice Mayor Williams and requested she nominate a new Vice Mayor.

Vice Mayor Williams moved that the Town Council appoint Council member Bertaut to serve a one-year term as Vice Mayor with the term expiring on July 1, 2022 or once a new appointment has been made by the Town Council.

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

e. Appointment of Council Liaison to the Board of Architectural Review

David Mekarski gave the report.

Council member Stinnette moved that the Town Council appoint Council member Grewe to serve as Council liaison on the Board of Architectural Review effective July 13, 2021 through June 30, 2022, or until a new Council member is appointed to the position.

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

f. Appropriation and Allocation of Coronavirus State and Local Fiscal Recovery Funding Under the ARPA

Hooper McCann gave the report.

Council member Stinnette moved that the Council suspend the rules to allow action on Budget Amendment BA22-001 the same night as the public hearing.

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

Council member Stinnette moved the Town Council approve Budget Amendment BA 22-001 to appropriate the first distribution of the American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Fund Non-Entitlement Unit distribution, in the amount of \$5,279,922, for Fiscal Year 2022. A spending plan formally allocating the funding to qualified expenses, to include the allocation of funding associated with revenue reduction, will be established by the Town Council at a subsequent meeting.

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

f. Contribution to VML for Annual Conference in Leesburg, VA

David Mekarski gave the report.

Council member Stinnette moved that the Town Council authorize the Town Manager to process a donation in the amount of \$1,500 payable to the Town of Leesburg to be used towards expenses for this year's VML Conference in Leesburg, VA.

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

h. Special Election to Fill Vacancy on Town Council & Permanent Change in Polling Place for Town Elections

Sally Hankins, Town Attorney, gave the report.

Council member Grewe moved that the town council initiate an ordinance (a) changing the time for regular Town Council elections from May of even numbered years, to November of even numbered years as is now required by Virginia law; and (b) permanently changing the polling location for Town elections to be consistent with the polling locations designated by Loudoun County, so that Town residents may vote on November 2, 2021, and every November thereafter, at a single location for both Town Council and all other county, state, and federal offices that may be on the ballot. This proposed change would result in a change for Town residents located within County precinct 310, for whom the Town Council polling place would be moved from Emerick Elementary School (440 S. Nursery Avenue, Purcellville, Virginia) to Mountain View Elementary School (36803 Allder School Rd, Purcellville, Virginia).

And

further moved that the Town Council conduct a public hearing on this proposed ordinance at its regular meeting on Tuesday, July 27, 2021.

And

further moved that the Town commence a 45-day public comment period effective immediately,

to continue through August 27, 2021. During this time, public comment may be submitted to the Town by email, first class mail, or facsimile, and will be considered by the Town Council prior to taking any action.

And

further moved that Town Council schedule a Special Meeting to take action on the proposed ordinance for September 1, 2021, inclusive.

Ms. Hankins reminded that a quorum need be present for the September 1st meeting with Council member Grewe possibly participating remotely.

(Carried: 6-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

DISCUSSION/INFORMATIONAL ITEMS

a. ARPA Spending Plan – 1) Results from Community Engagement Survey; 2) Administrative Recommendations on \$10.5M Spending Plan

David Mekarski gave the report and reviewed the Polco results along with discussion of the draft recommendations from staff to Council. It was tentatively summarized that the ARPA Funds be distributed: 60% for CIP, 15% for lack of fiber broadband, 15% to assist local business, and 10% for administrative issues. The upcoming work session will have further detailed discussion on this matter.

b. Update on Top 10 Projects

David Mekarski gave the report. This item will be included each month on the agenda with the updates and to include an ongoing “to do shopping list.” Noted this list is to include as the bottom 20-25: 1. Managed Hunt at Aberdeen, 2. Service line warranty, 3. Hero Homes ordinance, and 4. Fireman’s Field scoreboard advertising.

ADJOURNMENT

With no further business, Council member Grewe made a motion to adjourn the meeting at 9:55PM.

Kwasi Fraser, Mayor

Kimberly Bandy, Deputy Town Clerk