

**MINUTES**  
**PURCELLVILLE TOWN COUNCIL MEETING WORK SESSION**  
**TUESDAY, SEPTEMBER 28, 2021, 7:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/140881>

**COUNCIL MEMBERS PRESENT:**

Kwasi Fraser, Mayor  
Christopher Bertaut, Vice Mayor  
Mary Jane Williams, Council Member (left 8:27pm)  
Tip Stinnette, Council Member  
Stan Milan, Council Member  
Joel Grewe, Council Member

**STAFF PRESENT:**

David Mekarski, Town Manager  
Hooper McCann, Director of Administration  
Jason Didawick, Director of Public Works  
Dale Lehnig, Director of Engineering, Planning & Development  
Don Dooley, Director of Planning and Community Development  
Jason Didawick, Director of Public Works  
Barry Defibaugh, Superintendent  
Deputy Chief Dave Daily, Police Department  
Diana Hays, Town Clerk/Executive Assistant  
Max Inaba, IT Specialist

**STAFF PRESENT REMOTELY:**

Sally Hankins, Town Attorney  
Elizabeth Krens, Director of Finance  
Chief Cynthia McAlister, Police Department  
Kathy Elgin, Procurement Officer  
Kimberly Bandy, Deputy Town of Clerk

**CALL TO ORDER:**

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

**AMENDMENTS:**

Council member Stinnette made amendment for Action item **10a. New Appointments to Committees, Commissions, and Boards** to be removed.

Sally Hankins, Town Attorney, suggested to Council to possibly decide to suspend rules to vote the same night of a public hearing and take action on the Wireless Edge Land Lease Agreement public hearing.

**CONSENT AGENDA:**

Council member Grewe made the motion that the Purcellville Town Council approve the Consent Agenda, item 6a-b, as presented in the September 28, 2021 Town Council Meeting Work Session agenda packet.

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

**PUBLIC HEARING:**

**a. Wireless Edge Land Lease Agreement**

Mayor Fraser opened the public hearing at 7:04pm. Sally Hankins, Town Attorney, gave the report. There were no citizen/business comments. Mayor Fraser closed the public hearing at 7:32pm.

**CITIZEN/BUSINESS COMMENTS:**

None

**MAYOR AND COUNCIL COMMENTS:**

Mayor Fraser gave each Council member 5 minutes each to comment.

**ACTION ITEMS:**

**a. Pullen House, 301 S. 20th Street**

Dale Lehnig, Director Engineering and Planning and Development, gave the report.

Council member Stinnette made a motion that the Town Council reject all bids for the Pullen House Sale of Real Estate (TC-2021-03).

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

**b. Resolution to Designate \$500k of ARPA CSLFRF Funding Under ARPA Category C FY20 Revenue Loss for Special Discretionary Projects Identified by the Council**

David Mekarski, Town Manager, gave the report.

Council member Grewe made a motion to table Resolution 21-09-09 and discuss at a later date.

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

## **DISCUSSION/INFORMATION ITEMS:**

### **a. Update on Hirst Pond State/County/Town Capital Improvement**

David Mekarski, Town Manager, gave the report. There would be a meeting with the County mid-October with members involved with storm water management and dam regulations to move this project forward with resolution. Dale Lehnig also added to the report. There were three items remaining to work with the County on this project; 1) Requirement to perform Slope Stability Analysis, 2) Requirement to design Emergency Spillways to pass 100-year storm, and 3) Requirement of Emergency Action Plan which all items would be costly.

### **b. Update on Transfer of Five Acres of Land at Woodgrove High School to the Town**

David Mekarski, Town Manager, gave the report. There is a meeting set with the County for October 19<sup>th</sup> to further discuss a possible encroachment and the conveyance of this land and have a survey completed. Mayor requested to get a direction at the early December meeting.

### **c. Follow Up on Questions on Previous Authorization for ARPA Funding for SCADA System and Request by Council member for Reconsideration**

Council member Milan requested more information and detail on the SCADA expense of \$500,000. These costs would be used to eliminate the risk of the system failure, improve efficiencies, provide remote monitoring, and improve the security of the system. Mayor Fraser and Council agreed this is needed and Mayor Fraser clarified the question of this item brought forth was if the correct process being used would be best to negotiate the right price for these upgrades. Mr. Mekarski shared that this was a number used to not exceed \$500,000. Kathy Elgin, Procurement Officer, clarified that the first step was to discuss as part of the budget and second step is to go forward with the proper procurement process. After Council discussion, the result would be for more due diligence be completed by staff regarding the SCADA System and refinement of costs related to the system.

## **CLOSED MEETING**

### **MOTION TO CONVENE A CLOSED MEETING:**

As authorized under Section § 2.2-3711(A)(8) of the Code of Virginia, Council member Grewe made the motion that the Purcellville Town Council convene in a closed meeting for consultation with legal counsel employed or retained by the public body regarding specific legal matters requiring the provision of legal advice by such counsel. Specifically, the Council will receive advice on the project known as Vineyard Square on 21st Street.

The following individuals are requested to attend the closed meeting:

- 1) All Town Council members
- 2) David Mekarski, Town Manager
- 3) Sally Hankins, Town Attorney

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

**MOTION TO CERTIFY THE CLOSED MEETING:**

In accordance with Section § 2.2-3712 of the Code of Virginia, Council member Grewe made the motion that the Purcellville Town Council certify to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.

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

**ADJOURNMENT**

With no further business, Council member Grewe made a motion to adjourn the meeting at 10:15PM and carried 5-0-1absent.

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Kwasi Fraser, Mayor

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Kimberly Bandy, Deputy Town Clerk