

MINUTES
PURCELLVILLE TOWN COUNCIL MEETING WORK SESSION
TUESDAY, APRIL 12, 2022, 7:00 PM
TOWN HALL COUNCIL CHAMBERS

Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/167322>

COUNCIL MEMBERS PRESENT:

Kwasi Fraser, Mayor
Tip Stinnette, Council Member
Stan Milan, Council Member
Joel Grewe, Council Member
Mary Jane Williams, Council Member
Erin Rayner, Council Member
Christopher Bertaut, Vice Mayor

STAFF PRESENT:

David Mekarski, Town Manager
Sally Hankins, Town Attorney (remote)
Hooper McCann, Director of Administration
Sharon Rauch, Director of Human Resources (remote)
Chief Cynthia McAlister, Police Department
Linda Jackson, Budget Analyst
Jason Didawick, Director of Public Works
Don Dooley, Director of Planning & Economic Development
Dale Lehnig, Director of Engineering, Planning & Development
Will Sneider, Team Lead, Maintenance Division
Amie Ware, Division Manager Parks and Recreation
Lt. Barry Dufek, Police Dept.
Diana Hays, Town Clerk/Executive Assistant

CALL TO ORDER:

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

AGENDA AMENDMENTS:

None

CONSENT AGENDA:

a. Approval of Meeting Minutes

- March 16, 2022
- March 22, 2022 Work Session
- March 29, 2022 Joint Special Meeting with Planning Commission
- March 30, 2022 Budget Work Session

b. Easements for Capital Projects – Main & Maple Improvements

Council member Grewe made a motion that the Town Council approve the Consent Agenda items 6a.-6e. as presented in the April 12, 2022 Town Council Meeting agenda packet.

(Carried: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

ACTION ITEM:

a. Update from Loudoun County Regarding Public Safety Concerns with the Renaming of Harry Byrd Highway to a Name Other Than Leesburg Pike.

Council member Grewe made a motion that the Town Council authorize the Town Manager to revise the petition to the CTB to accept Billy Pierce Memorial Pike as a memorial/commemorative name rather than the primary name.

(Carried: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

PUBLIC HEARINGS

a. FY2023 Town Manager's Proposed Budget

Mayor Fraser opened the public hearing at 7:11 PM. David Mekarski, Town Manager, gave the staff presentation. There were no citizen comments. Town Council members asked questions which will be added to the Q&A spreadsheet. Council agreed the budget would be voted on at the April 26 meeting. With no further comments, Mayor Fraser closed the public hearing at 7:22 PM.

b. Proposed Town Tax and Fee Changes

Mayor Fraser opened the public hearing at 7:22 PM. David Mekarski introduced Linda Jackson who gave the staff presentation and responded to questions. There were no citizen comments. Mayor Fraser closed the public hearing at 7:28 PM. Council questions will be added to the Q&A spreadsheet. With no further questions, Mayor Fraser closed the public hearing at 7:28 PM.

STANDING COMMITTEE, COMMISSION, AND BOARD REPORTS

- a. Planning Commission** (Chair Nan Forbes gave the report)
- b. Purcellville Arts Council** (Chair Oak Winters gave the report.)
- c. Board of Architectural Review** (Council member Rayner gave the report.)
- d. Parks and Recreation Advisory Board** (Council member Stinnette 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** (No report.)
- h. Train Station Advisory Board** (Mayor Fraser gave the report.)

CITIZEN/BUSINESS COMMENTS

Robert Schonder, 701 W. Main Street spoke about his disappointment with no citizen engagement for the renaming of Harry Byrd Highway.

Andrea Broshkevitch, 17177 Pickwick Drive spoke about the need for the change in traffic pattern at Berlin Turnpike and Eastgate Drive.

Casey Chapman, 205 Hirst Road, spoke about the article in the Blue Ridge Leader, the intersection of Eastgate and 287, disapproval of comments made by Council to further decrease the budget, and the value of the police department.

Brian Dean, 601 W. Main Street (remote participation), spoke in disappointment of not having citizen participation for the renaming of Harry Byrd Highway.

MAYOR AND COUNCIL COMMENTS

Council members were given 5 minutes for comments.

ACTION ITEMS

b. Bike Park Update

Council member Stinnette made a motion that Town Council authorize the Town Manager to enter into contracts with American Ramp Companies, Inc. and all other contracts needed to develop the bike park.
(**Carried: 7-0**, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

Council member Stinnette made a motion that Town Council direct the Town Manager and staff to incorporate the initiative into the Town's Capital Improvement Program.
(**Carried: 7-0**, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

Council member Stinnette made a motion that Town Council direct the Town Manager and staff to secure \$63,500 of ARPA funds in support of the bike park.
(**Carried: 7-0**, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

Council member Stinnette made a motion that Town Council accept Michelle Caudill's cash donation to be used exclusively for the development of the Adam Caudill Bike Park which donations may be made in one or more parts.

(Carried: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

c. Software as a Service Agreement – Glass Commerce

Glass Commerce was presented to the Economic Development Committee (EDAC) however no metrics have yet to be defined. The item has been put on hold until EDAC has a report prepared for the Town Council.

d. POLCO Agreement Renewal

Council member Grewe made a motion the Town not renew the POLCO agreement for the upcoming year.

(Carried: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

e. Digital Signage at the Corner of Maple and Main Street and the Procurement Process to Install a Digital Sign at this Location

After some discussion, Council requested staff come up with a new strategy considering a different location in town for a board(s).

Council member Grewe made a motion to table the item until staff is ready for further discussion.

(Carried: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

DISCUSSION/INFORMATIONAL ITEMS:

None

CLOSED MEETING

Council member Milan requested an item be added to receive an update on the open-mic issue that remains open.

Council member Stinnette made a motion, as authorized under Section § 2.2-3711(A)(29) of the Code of Virginia, that the Town Council convene in a closed meeting to discuss the terms of a public contract, because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. Specifically, the Council will discuss the proposed agreement between the Town and Loudoun County for the construction of a cell tower on the Fields Farm Park property.

Further, as authorized under the Code of Virginia Sections § 2.2-3711(A)(1) and (A)(8), the Town Council convene a closed meeting to discuss the performance and possible discipline of two appointees of the Town Council, and to receive legal counsel from the Town Attorney regarding the same.

(Carried: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

Council member Stinnette made a motion that in accordance with Section §2.2-3712 of the Code of Virginia, that Town Council certify to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under 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: 7-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

ADJOURNMENT

With no further business, Council member Grewe made a motion to adjourn the meeting at 10:31 PM and unanimously carried 7-0.

Kwasi Fraser, Mayor

Diana Hays, Town Clerk/Executive Asst.