

**MINUTES
PURCELLVILLE TOWN COUNCIL
TUESDAY, JULY 12, 2022, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

Meeting video can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/177030>

COUNCIL MEMBERS PRESENT: Mayor Kwasi Fraser, Tip Stinnette, Stan Milan, Joel Grewe, Mary Jane Williams (remove due to medical), Erin Rayner, Vice Mayor Christopher Bertaut

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager David Mekarski, Town Attorney Sally Hankins, Director of Engineering & Development Dale Lehnig, Director of Administration Hooper McCann, Chief of Police Cindy McAlister, Director of Public Works Jason Didawick, Finance Director Liz Krens, Deputy Town Clerk Kimberly Bandy, Town Clerk/Executive Assistant Diana Hays

CALL TO ORDER:

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

CONSENT AGENDA:

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

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

CITIZEN COMMENTS:

Ashley Panalokis, 825 Pencoast Drive, spoke about concerns for the extension of Mayfair Crown Drive, buffers for lighting and traffic, and traffic and pedestrian safety.

Casey Chapman, 205 Hirst Road, thanked the citizens for attending and added they should be able to do so without criticism from Council, such as he received.

Emma Jasper, 220 S. 29th Street, spoke about her disagreement with a group permitted to participate in the Independence Day Parade.

Adam Stevenson, 240 E. Loudoun Valley Drive, requested Council ask the County to amend the Field's Farm Park project plan in order to shrink the footprint for the athletic fields, no floodlights, create a path system throughout the park, and add preservation areas.

Chris Stevenson, 240 E. Loudoun Valley Drive, thanked Council for serving, Council and staff for helping a community in need, and asked about the ARPA funding for non-profits.

Susan Martis, 221 Miles Hawk Terrace, spoke about safety concerns with Mayfair Crown Drive and Fields Farm Park.

Christine Green, Upper Heyford Place, spoke about concerns for the sports complex and park and ride going in near the Mayfair development and talked about moving the entrance to a location other than Mayfair. She also feels the development will make their community undesirable to live in.

MAYOR AND COUNCIL COMMENTS:

Council member Grewe thanked the citizens for their comments and encouraged citizens to serve on a Town committee.

Council member Rayner announced the petition submitted by the Mayfair residents to the County for the bus stop relocation to be moved into the community was approved, and she also met with staff in the Mayfair community to review safety concerns and mitigation. They agreed a stop sign would be placed at Dunraven and Mayfair Crown, crosswalks added across Mayfair Crown, stop ahead signs along the road, double yellow lines to separate the lanes, white lines along the side of Mayfair Crown on the south side to allow parking for only one side, no parking signs on the north side, and the curb will be painted yellow and additional no parking and speed limit signs installed. Council member Rayner stated she is hosting an informal town hall this Sunday at 6:30 PM at the pavilion to share maps and discuss the project.

Council member Stinnette thanked citizens for their engagement this evening.

Council member Williams had no comments.

Council member Milan talked about the importance of the comments about Mayfair made at the last Planning Commission meeting and safety concerns as well as possible mitigation efforts. He added the Planning Commission is looking for the Town Council to prioritize their work; the rewrite of the zoning ordinance or the projects with the County.

Vice Mayor Bertaut thanked citizens for their comments and the public participation. He talked about the Fields Farm Park concerns and added the lighting will be dark sky compliant, and is very concerned with using Mayfair Crown Drive as an entrance to the park. Vice Mayor Bertaut added citizens should be able to pay bills electronically without having to wait for the next Munis module.

Mayor Fraser thanked the citizens for their comments and asked Mr. Mekarski if all of the bonds have been released for the Mayfair community. Mr. Mekarski stated he would need to look into it. Mayor Fraser talked about challenges with development and bonds to ensure the safety of the community. Mayor Fraser talked about the decrease in debt during his tenure as Mayor as well as other accomplishments. He added the Town needs to speak with the County about the materials used for the artificial fields.

ACTION ITEM(S):

a. Setting the Meeting Schedule of Town Council

Mr. Mekarski summarized the item, and Council discussed the November and December holidays.

Council member Stinnette made a motion that the Town Council adopt Resolution 22-07-01, establishing the meeting schedule of the Town Council and prescribing rules for the continuance of meetings, and further move that Town Council cancel its scheduled meeting on Tuesday, November 22nd and, in its place, schedule a special meeting for Tuesday, November 15th and cancel the Tuesday, December 27th meeting due to the Christmas holiday.

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

b. Appointment of Vice Mayor

After Council discussion, Vice Mayor Bertaut will remain Vice Mayor until December 31, 2022, or until a new Vice Mayor has been appointed, to align the term with the new election cycle.

DISCUSSION/INFORMATIONAL ITEM(S):

a. Velodyne Lidar Based Traffic Study for Berlin Turnpike and Eastgate Drive

Mayor Fraser announced he had heard this presentation in a conference he attended and felt it would be a good fit for the town. Mr. Asad Lesani, CEO, gave a brief presentation of their traffic monitor system. Mr. Lesani added that most jurisdictions that use this are larger than Purcellville, and the cost is around \$20,000. David Mekarski asked Lidar if they would be interested in giving a demonstration project at a particular corridor, at cost, and the town would share the data with VDOT, the County and the Engineering Department to be able identify issues in real time in hopes to assist with expediting funding. Mr. Lesani stated they would be interested to see how they can assist and would need to discuss with Velodyne first and report back.

b. Confirmation of Town Council Strategic Planning Session Agenda, Facilitator, Location, and Date

David Mekarski stated the dates are confirmed for the evening of Friday, September 30th and Saturday, October 1st, and staff would be talking with Mr. Anzivino later this week to confirm his attendance. Council member Grewe talked about having the session in January rather than October due to the upcoming November election. Further discussion took place about the expenses associated with holding the session, and whether it makes sense to hold it in September or wait until next year. Hooper McCann requested discussing ARPA funds and how to utilize the remainder of the funds and ideas for grants during the session in addition to Mr. Anzivino's report. After further discussion, Council member Stinnette summarized the planning session

agenda would include a presentation and discussion from John Anzivino, discussions on non-profit grants, bipartisan infrastructure legislation, and the strategic plan, if time permits, with no facilitator. A second planning session can be held in January, if needed.

c. Deposit Account Options for Optimal Return on Investment on ARPA and Other Cash Funds

Liz Krens stated this information is provided in the monthly report as the cash analysis, and confirmed the rates are very competitive. Ms. Krens went into detail on the rates, sweeps, and rates of return. Council member Stinnette requested a future conversation about the balance between bonds and interest rates and changing the town's position in the bond market to the interest market, as certificates time out.

d. Prioritization of New Council Initiative – Aberdeen House Historic Restoration

David Mekarski stated the item was presented by Council member Milan with a possible grant opportunity to restore the Aberdeen house. Due to health and safety concerns presented by staff, staff requested the tour be postponed until a structural engineering report can be done. Mayor Fraser suggested each project on the top ten have a schedule, and that this item is number ten on the current list, and suggested the top ten have more detail. David Mekarski added staff is seeking an estimate for remediation so the house can be preserved. Mayor Fraser requested the plan from the Asset Coordinator mentioned by Council member Grewe. Council member Stinnette stated staff should work on getting an estimate for biohazard remediation and a structural analysis, as the items that are included with number ten.

e. Future Council Meetings and Agenda Topics

David Mekarski summarized the purpose for the item and asked Council to send comments and suggestions to the Town Clerk.

f. Retail Sales of Marijuana

Sally Hankins introduced the item and new legislation and how it effects local governments. Ms. Hankins added there is no opportunity at this time for the Town to have a referendum but will follow the item and bring it back to Council with any changes.

CLOSED MEETING:

Council member Grewe made a motion that 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.

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

MOTION TO CERTIFY THE CLOSED MEETING:

Council member Stinnette made a motion, in accordance with Section 2.2-3712 of the Code of Virginia, that the Town Council certify to the best of each member's knowledge; 1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and 2) only such public business matter 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: 6-0-1, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Absent, Milan: Aye, Rayner: Aye, Fraser: Aye)

Council member Milan requested Council to prioritize the work of the Planning Commission – rewrite of zoning ordinance and rezoning of County projects. Mayor Fraser requested the Planning Commission come to Council with a proposal. Council discussed requesting the Planning Commission separate Zoning consideration from the Special Use Permit and to Council on a zoning determination, and the Planning Commission forwarding a plan to Council. Council member Milan will review with the Planning Commission at their next meeting.

ADJOURNMENT:

With no further business, Council member Stinnette made a motion to adjourn the meeting at 10:44 PM.

Kwasi Fraser, Mayor

Diana Hays, Town Clerk

Mayor
Kwasi A. Fraser

Town Manager
David A. Mekarski

Council
Christopher Bertaut
Joel D. Grewe
Stanley J. Milan, Sr.
Erin Rayner
Tip Stinnette
Mary Jane Williams



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**TOWN OF PURCELLVILLE
IN
LOUDOUN COUNTY, VIRGINIA**

RESOLUTION NO. 22-07-01

**PRESENTED: JULY 12, 2022
ADOPTED: JULY 12, 2022**

A RESOLUTION: PRESCRIBING FOR FISCAL YEAR 2023: THE DATE, TIME, AND PLACE OF REGULAR MEETINGS OF THE TOWN COUNCIL; THE WORK SESSION FORMAT OF THE SECOND REGULAR MEETING EACH MONTH; CANCELLATION OF REGULAR MEETINGS THAT FALL ON A LEGAL HOLIDAY; THE CONTINUATION OF REGULAR MEETINGS FOR HAZARDOUS CONDITIONS; AND NOTICE REQUIREMENTS FOR ADJOURNED MEETINGS

BE IT RESOLVED that the regular meetings of the Town Council shall be held on the second and fourth Tuesday of each month at 7:00 pm at Town Hall, located at 221 S. Nursery Avenue, in Purcellville, Virginia, in the Council Chambers of Town Hall, unless said date, time, or place is canceled or otherwise scheduled in accordance with § 2.2-3707 of the Code of Virginia; and

BE IT FURTHER RESOLVED that the second regular meeting each month shall take the form of a work session, limited to in-depth discussions of one or two items. If necessary, public hearings and action items may be taken up by the Town Council at a work session, but should be avoided; and

BE IT FURTHER RESOLVED that the Town Council and Town Council's committees, commissions, and boards shall recess for the month of August, 2022; and

BE IT FURTHER RESOLVED that should a day established by the Town Council as a regular meeting day fall on any legal holiday, the meeting shall be canceled by virtue of this adopted Resolution, without further action by Town Council; and

A RESOLUTION:

PRESCRIBING FOR FISCAL YEAR 2023: THE DATE, TIME, AND PLACE OF REGULAR MEETINGS OF THE TOWN COUNCIL; THE WORK SESSION FORMAT OF THE SECOND REGULAR MEETING EACH MONTH; CANCELLATION OF REGULAR MEETINGS THAT FALL ON A LEGAL HOLIDAY; THE CONTINUATION OF REGULAR MEETINGS FOR HAZARDOUS CONDITIONS; AND NOTICE REQUIREMENTS FOR ADJOURNED MEETINGS

BE IT FURTHER RESOLVED that if the Mayor, or Vice-Mayor if the Mayor is unable to act, finds that weather or other conditions are such that it is hazardous for members to attend a regular meeting, the Mayor, or Vice-Mayor if the Mayor is unable to act, shall declare such finding to all members of Town Council and the press as promptly as possible, and the regular meeting agenda items shall automatically be continued to the next regular meeting of Town Council. All hearings and other matters previously advertised shall be conducted at the continued meeting without further advertisement; and

BE IT FURTHER RESOLVED that regular meetings of the Town Council may be continued from day to day or from time to time or from place to place, not beyond the time fixed for the next regular meeting, until the business before the governing body is completed. Notice of any regular meeting continued under this section shall be reasonable under the circumstances and shall be given to the public contemporaneously with the notice provided to the members of the public body conducting the meeting; and

BE IT FURTHER RESOLVED that all prior rules governing the date, time, and place of regular meetings of the Town Council are hereby replaced.

Cross References

Code of Va. § 15.2-1416. Regular meetings.
Code of Va. § 2.2-3707.D. Notice of meetings

PASSED THIS 12th DAY OF JULY, 2022.

A handwritten signature in blue ink, appearing to read "Kwasi Fraser", is written over a horizontal line.

Kwasi A. Fraser, Mayor
Town of Purcellville

ATTEST:

A handwritten signature in blue ink, appearing to read "Diana Hays", is written over a horizontal line.

Diana Hays, Town Clerk