

**MINUTES
PURCELLVILLE TOWN COUNCIL MEETING
WORK SESSION
TUESDAY, JANUARY 25, 2022, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/153510>

COUNCIL MEMBERS PRESENT:

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

STAFF PRESENT:

David Mekarski, Town Manager
Sally Hankins, Town Attorney
Chief Cynthia McAlister, Police Department
Deputy Chief Dave Daily, Police Department
Several members of the Police Department
Jason Didawick, Director of Public Works
Hooper McCann, Director of Administration
Don Dooley, Director of Planning and Economic Development
Diana Hays, Town Clerk/Executive Assistant
Kimberly Bandy, Deputy Town of Clerk

STAFF PRESENT REMOTELY:

Sharon Rauch, Director of Human Resources
Elizabeth Krens, Director of Finance
Dale Lehnig, Director of Engineering, Planning & Development
Bernie Snyder, Water Superintendent
Stacie Alter, Senior Hydrogeologist
Christa Kermode, Administrative Assistant/Records Specialist
Emily Johnson, Accreditation Manager

CALL TO ORDER:

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

AMENDMENTS:

None

CONSENT AGENDA

a. Approval of Meeting Minutes – January 11, 2022

Council member Grewe moved that the Purcellville Town Council approve the Consent Agenda, item 6a., as presented in the January 25, 2022 Town Council Meeting Work Session agenda packet.

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

STANDING COMMITTEE, COMMISSION, AND BOARD REPORTS

a. Planning Commission (Chair Nan Forbes gave the report by remote participation)

Mayor Fraser confirmed with David Mekarski, Town Manager, that the Planning Commission public hearing will be properly advertised February 4th and February 11th with an actual public hearing date of February 22, 2022.

b. Purcellville Arts Council (Chair Oak Winters gave the report)

c. Board of Architectural Review (Council member Rayner gave the report) Mayor Fraser requested the status of Design Guide.

d. Parks and Recreation Advisory Board (Chair Phil Rohrer gave the report by remote participation) Mayor Fraser requested the status of Dillions Woods and reminded all of the grant applications for funding.

e. Economic Development Advisory Committee (Chair Wood gave the report by remote participation)

f. Tree and Environment Sustainability Committee (Adam Stevenson gave the report by remote participation)

g. Community Policing Advisory Committee (Council member Williams, Council liaison gave the report)

h. Train Station Advisory Board (Mayor Fraser gave the report)

CITIZEN/BUSINESS COMMENTS

Casey Chapman, CaseCo, commended the Purcellville Police Department with their conduct, response time, and effort for a situation with his son. He also commented on staff for what a great job, hard work, and long hours being put in through this pandemic.

Boo Bennett, 160 N. Hatcher, by remote participation, commented on a Town Council member's comments regarding HPOZ at the Purcellville Business Association meeting.

CLOSED MEETING

MOTION TO CONVENE A CLOSED MEETING:

Council member Stinnette moved that Town Council convene in a closed meeting, pursuant to its authority under the Code of Virginia Section 2.2-3711.A.1 and A.8., for the purpose of (1) receiving an investigatory report by outside legal counsel, (2) receiving legal advice concerning the contents of the report, and (3) discussing the performance and potential discipline of an employee or appointee of the public body based on the report's findings. Specifically, the matters subject to the investigatory report include (A) a complaint made by Council members Milan and Bertaut at the Town Council meeting on November 9, 2021, expressing concern about the content of a conversation overheard between an employee and a local developer in Town Hall after the Planning Commission meeting of October 21, 2021, and (B) a complaint filed anonymously by an

employee of the Town against Council members Milan and Bertaut, for those comments made on November 9th and other similar behavior.

The following individuals are requested to attend the closed meetings:

1. All Town Council members
2. David Mekarski
3. Sally Hankins
4. Sharon Rauch
5. Don Dooley
6. Attorney Missy York, from the law firm of Harman Claytor Corrigan & Wellman.

There may be a need to juggle attendees based on the topic being talked to.

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

MOTION TO CERTIFY THE CLOSED MEETING:

In accordance with Section §2.2-3712 of the Code of Virginia, Council member Grewe moved 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: 7-0-0, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

MAYOR AND COUNCIL COMMENTS

Council members were given 3 minutes for comments.

ACTION ITEMS

a. ARPA Spending Plan Update, Recommendations and Motion for Approval

David Mekarski, Town Manager, gave the report. Hooper McCann, Director of Administration, gave more detail for the report. Council made several suggestions on allocations.

Council member Grewe moved Town Council direct staff to draft the appropriate FY2022 Budget Amendments to appropriate funding from the Town of Purcellville's first tranche allocation of the American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funding, for presentation and action at the February 8, 2022 Town Council meeting, for the following projects/expenses:

- 1) Premium Pay to Public Sector Employees currently penciled in at \$272,000
- 2) Assistance to Small Business, Households, Non-Profits/Façade Improvements Grants at \$433,444
- 3) The Police Station Improvements tentatively around \$800,000.

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

b. Letter to Loudoun County on County's Proposed Plastic Bag Tax

Mayor Fraser gave the report.

Council member Grewe moved that the Town Council approve the letter to the Loudoun County Board of Supervisors regarding the new County tax of five cents per single-use plastic bag, as presented in the agenda packet. He further moved that Town Council direct staff to submit the revised letter to the Board of Supervisors on behalf of the Town Council.

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

DISCUSSION/INFORMATIONAL ITEMS

a. Determination on Holding Upcoming Committee, Commission and Board Meetings Due to COVID

Mayor Fraser gave the report.

Council member Bertaut moved that for public health reasons the Town Council declare a State of Emergency to permit committees, commissions, and boards of this public body to meet virtually until rescinded.

(Carried: 6-1-0, Grewe: Nay, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Rayner: Aye, Fraser: Aye)

b. Status on Right of First Refusal Agreement with Lowers Risk Group

David Mekarski, Town Manager, gave the report and shared there is continued meetings with Lowers Group on this topic.

c. Status of Loudoun County Land Transfer to Purcellville

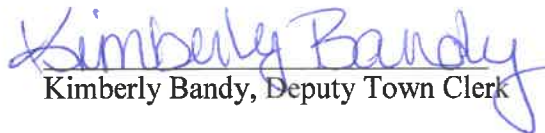
David Mekarski gave the report. The purchase agreement will be brought before Town Council at the February 8th Town Council meeting for approval.

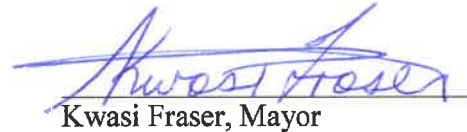
d. Status of Engaging John Anzivino for Consulting for Staffing Analysis

David Mekarski, Town Manager gave the report. The contract with John Anzivino would be ready for execution by the February 25, 2022 Town Council Meeting Work Session.

ADJOURNMENT

With no further business, Vice Mayor Bertaut made a motion to adjourn the meeting at 10:15PM and unanimously carried 7-0-0.


Kimberly Bandy, Deputy Town Clerk


Kwasi Fraser, Mayor

