

**MINUTES
PURCELLVILLE TOWN COUNCIL MEETING
WORK SESSION
TUESDAY, SEPTEMBER 27, 2022, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

Meeting video can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/185257>

COUNCIL MEMBERS PRESENT: Mayor Kwasi Fraser, Tip Stinnette, Stan Milan, Mary Jane Williams, Vice Mayor Christopher Bertaut, Council member Grewe, Council member Rayner

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, Deputy Chief Dave Dailey (*remote*), Director of Public Works Jason Didawick, Director of Finance Elizabeth Krens, Assistant Director of Finance Connie LeMarr, Director of Planning & Economic Development Don Dooley, Town Clerk/Executive Assistant Diana Hays, Deputy Town Clerk Kimberly Bandy

CALL TO ORDER:

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

AGENDA AMENDMENTS:

Mayor Fraser added **Mayor/Council Comments** to work session agendas starting this evening. Council member Rayner added **10c.** Update on Google. Council member Stinnette requested to move **9c.** Appropriation for Leased Police Department Facility Renovations and Acceptance of Bid to become **9a.** Town Council's Direction on Expiring Planning Commissioners Terms/Vacancy. Sally Hankins, Town Attorney, added a Closed Session on Fields Farm Park legal advice.

During the ACTION ITEMS section of the agenda, the agenda was amended to make the **9c.** Proposed Extension of Mayfair Crown Drive - Resident Survey to be **9b.**

CONSENT AGENDA:

- a. Approval of September 13, 2022 Town Council Special Meeting and September 13, 2022 Town Council Meeting**

Council member Stinnette made a motion that the Town Council approve the Consent Agenda items 6a.as presented in the September 27, 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)

PRESENTATIONS:

a. Donation from United Bank to Adam's Bike Park

Kurt Marx, Market President/EVP, United Bank and Marie Brooks, Senior Branch Manager of Purcellville, presented a check to Michelle Caudill for \$15,000 for Adam's Bike Park. Adam's Bike Park is scheduled to open October 22nd.

b. Aer Wireless Broadband Solution to the Home and Business for Purcellville

Keith Walker, Founder/CRO & CTO gave the presentation.

CITIZEN COMMENTS:

Harry Lloyd Harting, 845 Pencoast Drive Mayfair HOA, referred to the planned Mayfair Crown Drive survey being created. He suggested two other options: 1. Leave as is with no connection to either road and 2. Permit residents to submit other options.

Bill Conover, 811 West Country Club Drive, shared comments on why the rush for the Fields Farm Project and to slow down the process.

Christine Green, 229 Upper Heyford Place, shared comments on her submission of a petition that she gathered from 133 Mayfair residents regarding Mayfair Crown Drive with 87% of polled in favour of it not becoming a connector road and commented to listen to the Planning Commission meeting last week. She suggested working along with the County with the Fields Farm Project.

Casey Chapman, Business owner 205 Hirst Road CASECO LLC, 34928 Snickersville Turnpike Round Hill, shared to keep working with the County and the residents of western Loudoun to keep some of those tax dollars on the Field Farm project to be located somewhere in the town or surrounding area. He shared comment on the Vineyard Square Project and it not being related to the O Street project and requested and update traffic study be done.

Bill Conover, 811 West Country Club Drive, sent an email to be read into the record by Diana Hays, Town Clerk, regarding unsatisfactory service done by American Disposal.

MAYOR/COUNCIL COMMENTS:

Council was given 5 minutes.

ACTION ITEM(S):

a. Appropriation for Leased Police Department Facility Renovations and Acceptance of Bid

Chief Cynthia McAlister gave the report.

2. Use ARPA for Public Safety Payroll and Use Associated Operating Budget Savings to Fund Renovation:

Council member Grewe moved the Town Council approve BA23-004 Option #2 to appropriate \$ 1.4 million from the American Rescue Plan Act (ARPA) Public Sector Revenue Loss allocation for FY 2023 Public Safety Payroll and use the associated FY 2023 General Fund operating savings to fund the Police Facility Renovation. Additionally, Council member Grewe moved the Town Council approve BA23-004 Option #2 to defund \$800,000 of the ARPA allocation to complete the Police Facility Renovation project and amend the Town's ARPA spending plan accordingly.

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

b. Proposed Extension of Mayfair Crown Drive - Resident Survey

David Mekarski gave the report. An in-depth discussion was had regarding the details of the survey by Council, Staff, and Citizens present at the meeting.

Christine Green, 229 Upper Heyford Drive, made comment regarding survey.

Lloyd Harding, 845 Pencoast Drive, made comment regarding the survey.

Chair Forbes, Planning Commission, made comment on the buffer area.

Council member Grewe moved that Town Council adopt the proposed Mayfair Crown Drive Survey (*attached*) relative to the Fields Farm amenities, the text as written and presented on the screen per the direction given to staff that would be handed out to all the properties in the Mayfair HOA. Friendly amendment by Vice Mayor Bertaut to read "Mayfair subdivision" and staff added "residential subdivision".

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

c. Town Council's Direction on Expiring Planning Commissioners Terms/Vacancy

David Mekarski, Town Manager, gave the report.

Council member Grewe moved that Town Council extend the terms of Commissioner Neham, Paciulli, and Luke to January 31, 2023.

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

DISCUSSION/INFORMATIONAL ITEM(S):

a. Business License Tax Rates for Calendar Year 2023

Connie LeMarr, Assistant Director of Finance, gave the report and briefly reviewed the staff report.

b. Future Town Council Meetings and Agenda Topics

David Mekarski, Town Manager, gave the report. Council member Stinnette confirmed the timeline of Fields Farm Park public hearing being held in December. Council member Grewe suggested the Stroke Proclamation to be added in October and Council member Rayner suggested the Mountain View Team Playground Donation Proclamation for October 25th. Council member Milan questioned when the Fields Farm Survey feedback would be delivered and Council member Grewe added this would be in front of Council as an action item on October 25th.

c. Update on Google

Council member Rayner gave the report. Sally Hankins, Town Attorney, is reviewing the contract and has some questions for Shannon Bohince, Director of IT, regarding his professional opinion regarding the project.

CLOSED SESSION

MOTION TO GO INTO CLOSED MEETING:

Council member Grewe moved, that as authorized under Section 2.2.-3711(A)(8) of the Code of Virginia, that Town Council convene in a closed meeting for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Specifically, Council will receive legal advice pertaining the legal decision deadlines for the Fields Farm Park applications submitted by Loudoun County.

The following are requested to attend the closed meeting:

- All Town Council members
- David Mekarski
- Sally Hankins
- Dale Lehnig

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

CERTIFY THE CLOSED MEETING:

In accordance with Section §2.2-3712 of the Code of Virginia, I move 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)

ACTION ITEM:

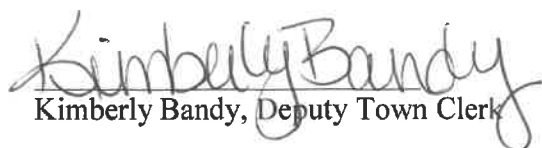
Mayor Fraser recognized Council member Stinnette for a motion.

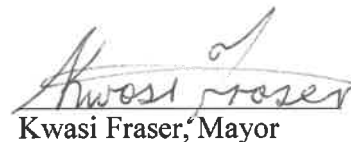
Council member Stinnette moved that the Town Council adopt Ordinance 22-09-01 extending the Planning Commission's decision deadline on the Commission Permits 20-01 and 20-02 associated with the Fields Farm Proposal, this extension basically moves the deadline for the Planning Commission to act upon the aforementioned Commission Permit applications from August 30, 2021 to February 1, 2023 and the ordinance will be retroactive effective as of August 15th, 2021.

(Carried: 7-0-0, 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 10:29PM and the motion unanimously carried forward.


Kimberly Bandy, Deputy Town Clerk


Kwasi Fraser, Mayor

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**

ORDINANCE NO. 22-09-01

**PRESENTED: SEPTEMBER 27, 2022
ADOPTED: SEPTEMBER 27, 2022**

AN ORDINANCE: EXTENDING THE PLANNING COMMISSION'S DECISION DEADLINE ON COMMISSION PERMITS 20-01 AND 20-02 ASSOCIATED WITH THE FIELDS FARM PARK PROPOSAL

WHEREAS: The County received two Commission Permit applications from Loudoun County on June 30, 2021: one for a group of athletic fields, and the other for a commuter parking lot, both associated with a project known as Fields Farm Park; and

WHEREAS: A Commission Permit is a review of any proposed public park, public structure, or other public area that is not already shown on the adopted Comprehensive Plan. The purpose of the review is to determine whether the proposed public facility is in "substantial accord" with the adopted Comprehensive Plan.

WHEREAS: Virginia Code grants decision-making authority for Commission Permits to the Planning Commission. The Planning Commission's decision is final unless appealed to the Town Council.

WHEREAS: In making its decision, the Planning Commission is charged with determining whether the general location, character, and extent of the proposed public facility is "substantially in accord" with the adopted comprehensive plan or part thereof.

AN ORDINANCE: EXTENDING THE PLANNING COMMISSION'S DECISION DEADLINE ON COMMISSION PERMITS 20-01 AND 20-02 ASSOCIATED WITH the FIELDS FARM PARK PROPOSAL

WHEREAS: Virginia Code Section 15.2-2232 requires that the Planning Commission act upon a Commission Permit within 60 days from its submission to the Town. Failure of the commission to act within 60 days of a submission shall be deemed approval, unless the time is extended by the governing body.

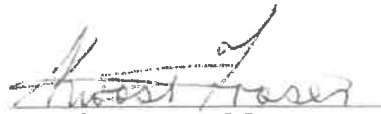
WHEREAS: The 60-day deadline expired on August 30, 2021.

NOW THEREFORE: The Town Council of the Town of Purcellville, Virginia hereby ordains:


Section 1. That the deadline for the Planning Commission to act upon the aforementioned Commission Permit applications is extended from August 30, 2021, to February 1, 2023.

Section 2. That this Ordinance shall be retroactively effective as of August 15, 2021.

PASSED THIS 27TH DAY OF SEPTEMBER, 2022.


Kwasi A. Fraser, Mayor
Town of Purcellville

ATTEST:


Diana Hays, Town Clerk

