Meeting video can be found at the following link: https://purcellvilleva.new.swagit.com/videos/185847

COUNCIL MEMBERS PRESENT: Mayor Kwasi Fraser, Council members Tip Stinnette, Stan Milan, Joel Grewe, Erin Rayner, Vice Mayor Christopher Bertaut

COUNCIL MEMBERS ABSENT: Mary Jane Williams

STAFF PRESENT: Town Manager David Mekarski, Town Attorney Sally Hankins, Town Clerk/Executive Assistant Diana Hays

CALL TO ORDER:

Mayor Fraser called the meeting to order at 8:00 AM. The Pledge of Allegiance followed.

DISCUSSION/INFORMATIONAL ITEM

Town Council Strategic Plan
Council discussed the Vision, Mission and Core Values. No amendments were made. Council discussed the Strategic Initiatives and made the following amendments:

Promote Community & Economic Well-Being; Action Agenda Tier One
Item 2 – Council discussed the need for the Plan as well as funding. The plan would be called a Service Area Transportation Plan with the goal to enable all transportation enabled projects within the town. Staff is to determine how to be able to use ARPA funds and provide the appropriate budget amendment(s) to Council for review and approval.

Promote Community & Economic Well-Being; Action Agenda Tier Two
Item 1 – Adopt the revised Purcellville Comprehensive Plan – move to completed.
Item 3 – change to "Develop a strategy that will provide Purcellville Citizens and businesses alike ~~with fiber-optic and wireless broadband telecommunications connectivity~~ a telecommunications choice.

Strengthen Community Partnerships; Action Agenda Tier One
Item 1 – Develop the necessary protocols and a strategic approach to ~~broadening~~ improving Purcellville's communication link and engagement with town citizen's and community stakeholders.

Council requested the Town Manager's task list provide the alignment with the strategic plan for each item. Council member Stinnette requested Mayfair and Route 7/690 Interchange be added to the list as well as a consolidated project listing, and suggested looking into an IT solution for this. In addition, a description should be developed for the proposed "ARPA position".

Vice Mayor Bertaut talked about digitizing records in Planning by minimally funding an intern position. David Mekarski noted staff has identified a Permit Tracking and Code Enforcement Software that is compatible with the County and the issue with implanting it with little staff. He talked further about adopting the International Building Code and entering into an MOU with the County for Code Enforcement. Mr. Mekarski added currently there is no budget to fund the position for scanning documents. Sally Hankins talked about the individualization of the Town's filing system. Vice Mayor Bertaut suggested working with a design architect to develop a structure for digitized filing.

At 11:25 AM, Council member Grewe made a motion to adjourn for a ten minute recess. The motion carried unanimously.

Mayor Fraser opened the meeting at 11:35 AM.

Action items from the discussion are as follows:

1. Town Manager to develop a motion to resource the conduct of a service area transportation plan.
2. Produce a line of site of the Top 10 to the strategic initiatives.
3. Add Rt. 690 and Field's Farm Park to the Top 10.
4. Need to further define the roles of the proposed ARPA position.
5. Voluntary retorting system; survey of town staff.
6. Develop an intake protocol for getting Council ideas into the system.
7. Develop media rules of engagement for Council.
8. Develop a comprehensive internship program; staff to develop mechanics

Council continued reviewed the Strategic Initiatives.

Council member Rayner talked about the need for a full-time Economic Development person. David Mekarski stated he and the Vice Mayor talked with the County about sharing an economic development person with other jurisdictions in the County.

Council discussed the Director of Planning and Economic position and that the position is not covering Economic Development. Council member Rayner talked about removing that portion from the title since it is not an accurate reflection.

Council continued review of the Strategic Initiatives and made edits.

ARPA Funds Allocation & Non-Profit Grants
David Mekarski reviewed the ARPA spending plan. Mayor Fraser suggested adding a column showing completion in red (needs Council discussion), green and yellow (running behind milestones). Replace last column with Percentage of Completion, add header that all projects are 100% ARPA funded, remove Adam's Bike Park or show as complete (non-ARPA funded) and include a link to project webpages. Council member Stinnette requested a breakdown of how

item 22-07 ($210,481) will be distributed, and to bring this item back for further discussion at the time the Transportation Plan is discussed.
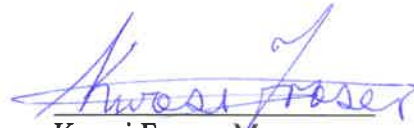
Bipartisan Infrastructure Law (BIL)
David Mekarski suggested the Town apply for the old Water Plant and get an estimate for repairs from CHA (who is on retainer) to conduct a detailed assessment of the Water Plant, which estimates will come in at a cost of $80,000 to $100,000. Mr. Mekarski to check how long the assessment would take as well as the cost. Council member Rayner suggested using nutrient credit revenue to fund this project if not funded by the BIL.

Council member Stinnette asked about supplying ARPA grant money for the Halloween Block party. David Mekarski stated Council can appropriate the money for any community, town-sponsored event with an appropriation resolution. Council member Stinnette requested this item be added to the next Council agenda for further discussion and vote.

ADJOURNMENT:

With no further business, Council member Grewe made a motion to adjourn the meeting at 2:55 PM.

Kwasi Fraser, Mayor

Diana Hays, Town Clerk