

MINUTES
PURCELLVILLE TOWN COUNCIL SPECIAL MEETING
TUESDAY, JANUARY 10, 2023, 6:00 PM
TOWN HALL COUNCIL CHAMBERS

Meeting video can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/196457>

COUNCIL MEMBERS PRESENT: Mayor Stanley Milan, Mary Jane Williams, Carol Luke, Ron Rise, Vice Mayor Christopher Bertaut, Boo Bennett, Erin Rayner

STAFF PRESENT: Town Manager David Mekarski, Town Attorney Sally Hankins, Director of Administration Hooper McCann, Director of Engineering, Planning & Economic Development Dale Lehnig, Director of Public Works Jason Didawick, Director of Finance Elizabeth Krens, Financial Analyst Linda Jackson, Police Department Chief Cynthia McAlister, Town Clerk/Executive Assistant Diana Hays, Deputy Town Clerk Kimberly Bandy

CALL TO ORDER:

Mayor Milan called the meeting to order at 6:01 PM. The Pledge of Allegiance followed.

STANDING COMMITTEE, COMMISSION, AND BOARD REPORTS

Mayor Milan requested prior to the meeting these updates include plans for calendar year 2023.

- a. **Planning Commission (Nan Forbes, Chair/C. Bertaut, Council Liaison)** Chair Forbes gave the report.
- b. **Purcellville Arts Council (Bobbi Cowley, Chair/MJ Williams, Council Liaison)** Council member Williams gave the report.
- c. **Board of Architectural Review (Pat Giglio, Chair/C. Luke, Council Liaison)** No report.
- d. **Parks and Recreation Advisory Board (Phil Rohrer and Laura Ours, Co-Chairs/E. Rayner Council Liaison)** Chair Rohrer gave the report.
- e. **Economic Development Advisory Committee (David Wood, Chair/C. Bertaut, Council Liaison)** Vice Mayor Bertaut gave the report.
- f. **Tree and Environment Sustainability Committee (Nikhil Mallampalli, Chair/M. Bennett, Council Liaison)** Chair Mallampalli gave the report.
- g. **Community Policing Advisory Committee ("Vacant", Chair/MJ Williams, Council Liaison)** Council member Williams gave the report.
- h. **Train Station Advisory Board (Kacey Young, Chair/S. Milan, Council Representative)** Kacey Young gave the report.

CITIZEN COMMENTS:

Council member Williams read several emails from citizens in favour of proposed County projects.

Dr. Jeffrey Maged

Jill Constant

Andy Olejer

Matt Zorbas

Richard Wahlfeld

David Hubbuch

Diane Stopa

Anne E Marsh

Brian McGill

Beverly Chiasson

Mayor Milan and Vice Mayor Bertaut in the interest of time suggested that these emails be included in the record without reading them. *(On file at the Clerk's office)*

MAYOR AND COUNCIL COMMENTS

Council member Williams commented being thankful to businesses, public works, first responders, and police department for their assistance during the cold spell over the holidays and also thanked staff for all their hard work and support. She was thankful particularly Amie Ware and Bob Dryden for always trying to bring art to the town. She also mentioned being thankful for Alice Powers and her art class at Carver Center. After trying to read multiple citizen comments into the record, she shows support for the County projects for the town and would like to look to the future on the much needed improvements. Council member Williams asked Vice Mayor Bertaut for guidance on town projects that he wished to be eliminated. She shared that she prefers written updates from the committees, commissions and boards. Council member Luke had no comment.

Council member Rise made comment on thanking Council and citizens to be able to serve the community and honoring the citizen's wishes.

Council member Rayner made comment on looking forward to working with this new council and suggested a member retreat to review town processes. She had attended the VML training recently with information to share and this had fulfilled requirements for FOIA and COIA training. She suggested that David Mekarski possibly arrange for an offered training from the VML be brought to the Town for Council members.

Council member Bennett read a statement on her thoughts of finding monies for the citizens in the budget to reduce water bills and water debt. She also shared her thoughts on the various committee's comments and invited citizens to the next Planning Commission meetings and listen to the effects of the proposed new projects on the town.

Vice Mayor Bertaut made comment on nutrient credit revenues and possibly using these for offsetting the increase of water rates and the RFP for the Tabernacle be kicked off for the continuation of the use of family friendly events including the roller skating rink, but to also use this 10,000 square foot facility to gain more revenue for the town. He shared that the comments shared this evening in regards to the 7/690 Interchange letters were a selection of emails received by this body and there were emails stating to not move forward with this project without due consideration of the Town's government and Planning Commission. Vice Mayor Bertaut commented on the Wine & Food Festival being an event that is in need of reconsideration and last time it ran it barely broke even because of the number of events are managed by outside vendors at great costs which hugely impacts the revenue generated from them.

Mayor Milan apologized to staff for missing a morning meeting, he welcomed Council member Rise, he requested list of assets and condition of each along with which would be able to generate revenue for the town. Mayor Milan shared that the 7/690 Interchange project has changed since it first was presented in 2014 and is an alternate plan. The County owned property with the HOA being a voting member and this being a conflict of interest and would like the citizens to be aware. Mayor Milan mentioned that he will be attending a COLT meeting in regards to other projects and possible conflicts with the County. He looks forward to having a viable, working relationship with the County.

ACTION ITEM(S):

a. Approval of Meeting Minutes - December 13, 2022

Vice Mayor Bertaut moved that the Town Council approve the minutes from the December 13, 2022 Town Council Meeting and waive reading.

(Carried: 4-3 Abstain, Rayner: Aye, Bennett: Abstain, Bertaut: Aye, Rise: Abstain, Luke: Abstain, Williams: Aye; Milan: Aye)

b. Approval of Meeting Minutes - January 3, 2023 Special

Vice Mayor Bertaut moved that the Town Council approve the minutes from the January 3, 2023 Town Council Special Meeting and waive reading.

(**Carried: 6-1 Abstain**, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Abstain, Luke: Aye, Williams: Aye; Milan: Aye)

c. Appointment of Council member Rise as Council Liaison to the Economic Development Advisory Board

Council member Rayner moved that the Town Council appoint Ron B. Rise Jr. to serve on the Economic Development Advisory Committee as an ex-officio (non-voting) member for the term of January 10, 2023 through December 31, 2024 or until a new appointment has been made.

(**Carried: 7-0**, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Aye, Luke: Aye, Williams: Aye; Milan: Aye)

d. Adoption of Town Council Meeting Schedule

Vice Mayor Bertaut moved that Town Council adopt Resolution 23-01-01 with changes proposed by Council prescribing for calendar 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.

(**Carried: 7-0**, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Aye, Luke: Aye, Williams: Aye; Milan: Aye)

e. Comcast Cable Franchise Agreement Renewal

Marty Kloeden gave the report. He shared the recent holidays and Comcast not supplying the town with a final review of the agreement has held up the finalization of this renewal. This agreement protects Purcellville for the use of Comcast cable television, technical and customer service standards, town revenue generation, grant of public education, and obtaining and using the government access channel. A discussion confirmed that this would fall under administration department and could be used by committees, commissions and boards noting it is shared with other municipalities. Also, IT was mentioned to be involved and that fiber would need to be installed from our town hall to their head management.

Council member Rayner moved that the Council approve Resolution Number 23-01-02 extending the term of the Cable Franchise Agreement with Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC, until April 30, 2023.

(**Carried: 7-0**, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Aye, Luke: Aye, Williams: Aye; Milan: Aye)

f. Resolution Authorizing Town Council to Designate Nutrient Credit Revenues to Various Town Fund Accounts

Mayor Milan commented that this item should be a discussion item with the fact there are several new Council members. David Mekarski, Town Manager, gave the explanation to keep the resolution as action and the flexibility it proposed to Council for future intents.

A discussion took place with Council member Williams believed that it could remain as action, Council member Luke agreed it remain action, Council member Rise would agree with it remain as action with the

funds designated as restricted and do not get lost, Council member Rayner agreed it remains as action with the town manager explanation, Council member Bennett preferred it be used specifically for wastewater debt and is in favor if this stays true, Vice Mayor Bertaut being of two minds with agreement of segregating the funds with the idea of only being utilized by ways defined by the Town Council, but uncomfortable with the idea of any future transfer of these funds to any account, but to be only used to pay off wastewater debt by record of this Council. Mayor Milan agreed with Vice Mayor comments.

Elizabeth Krens, Director of Finance, mentioned Davenport's presentation in Early May 2022 referring to these funds. She mentioned that she is hearing this money be utilized for the Sewer fund reserves and this would need to be a motion. Ms. Krens recommended to consider a Capital Reserve Fund with intentions in paying off early principal amounts starting in fiscal year 2025 to impact the debt over so many years. She also suggested to consider the ideas from the Water Plant to support projects or if choosing only debt she would need guidance on what fund and how many years to have it applied to lessen the impact of the debt. Jason Didawick, Director of Public Works, requested that some projects be discussed. Council member Bennett suggested to place the funds in a CD. Ms. Krens referenced a central depository and how funds are allocated to accounts. Council member Rayner suggested that staff return with more information on the Virginia Investment Pool with Ms. Krens agreeing. Mayor Milan would like all of these funds applied to eliminate debt and referenced Patrick Henry College being debt free and he admired that. Ms. Krens explained what taxes support and what supports the utility funds, which these utility funds must remain separate (Waste Water and Water). Mayor Milan reiterated that the Parks and Recreation needs to move in supporting itself.

With this discussion, Mr. Mekarski suggested that this be added to the January 24, 2023 as discussion item if Council is in favor. This way Ms. Krens will have more time to explain and Mr. Didawick will have time to list his needs. Mayor Milan took a straw vote to continue discussion to 01.24.23 Town Council Meeting and table the vote for this item this evening.

Council member Williams would like to continue with the vote this evening; Council member Luke would like to continue discussion at next meeting, Council member Bennett would like to discuss further at next meeting; Council member Rise would like to continue discussion at next meeting, Council member Rayner would like to continue discussion at next meeting, Vice Mayor Bertaut would like to continue discussion at the next meeting; and Mayor would like to continue discussion at the next meeting. Hooper McCann, Director of Administration, would also like to address the interest gained from ARPA funding for a one time use. Mayor Milan agreed.

DISCUSSION/INFORMATIONAL ITEM(S):

a. Transition Plan to Replace Director of Planning and Economic Development & Zoning Administrator

David Mekarski, Town Manager, gave the report which included bring back a former employee of the town as an interim contracted employee. Dale Lehnig shared that she has reached out to an individual, Martha Semmes, with a narrow conversation to start in an interim position with the town by contract to assist in the Director of Planning and Economic Development/Senior Planner responsibilities and also possibly acting as Zoning Administrator to potentially fulfill those duties for the town.

Mayor Milan shared his displeasure in regards to his request a week ago of the town manager to supply a transition plan and to share the job description of this vacant position and to date has not received anything and now finding where a discussion taking place on something that the Town Council would be responsible for in the appointment of a Zoning Administrator, and also shared the handling of a Council

request in the termination letter for a contract of the Tabernacle and a week later being done only hours before expiration. Mayor asked if there were any other issues of Council requests.

Mr. Mekarski explained this position being discussed would only be an interim position and not permanent. He stated that the job description for the hiring could be shared after the revisions of the description have been made by Ms. Lehnig, Ms. Rauch, and Mr. Mekarski. Ms. Lehnig shared that this was expeditiously being handled to instill a replacement for staff to assist the Planning Commission. Ms. McCann shared that the intent was trying to quickly bring in someone to keep things moving in a forward position and have the time to revise the job description to better assist the town.

Mayor Milan reiterated that the Council simply requested the current job description to be familiar and they rely on the town manager to hire staff with no intent other than educating themselves. Sharon Rauch, Director of Human Resources, has a description to share of the new role and would like to post on town website, post on Indeed, and post on Facebook along with the shared government channel in the future. Sally Hankins, Town Attorney, interjected that Ms. Rauch share with this Council the job description and referenced the timing of the job posting.

b. How to Address the ZoneCo Zoning Rewrite Schedule

David Mekarski, Town Manager, gave the report confirming that ZoneCo would meet their original timeline of the contract of the review of the rewrite in draft format by the month of February and continue discussion into May. Council member Bennett disagreed with parts of the statement from ZoneCo and shared the following points: 1.) There was no mention of senior management asking ZoneCo, to create a potential trail oriented district, as not completely in alignment with our 2030 Comp Plan. The consultants work on this took time and money, and detracted from the work that the Planning Commission tasked them with 2.) ZoneCo ignored information gave to them by the Planning Commission in the form of a gap analysis which the entire Commission had worked on diligently for several months. This would have made their work more focused. 3.) The Planning Commission when tasked with additional work throughout the summer and fall of 2022, took on many extra meetings to see that they stayed on schedule with the Zoning Rewrite.

c. Strategy for the Tabernacle Request For Proposal (RFP)

David Mekarski, Town Manager, gave the report with confirming the termination of the contract on the Tabernacle sent by certified mail and at the last Council meeting the ratification of the document. Mr. Mekarski is in need of feedback from Council, Parks and Recreation department or a subcommittee formed by this Council to handle the RFP to maximize revenue enhancement to the Parks and Recreation Fund; to define the requirements and limitations on the historic nature and proposed use of the facility; to define the proposed plan to maintain the physical asset and/or plans for capital improvements; and consideration of changing or modifying the current use of the facility.

Mayor Milan commented that it was just shared with him that the finish on the existing floor it would cost \$20,000 each time to maintain the floor at the Tabernacle if something outside roller skating would be held at the location which limits the use of the facility. Ms. McCann suggested that the town refer to experts on a whole on how to manage the Tabernacle property and its possible uses.

Council member Luke suggested to reach out to commercial real estate agents to gather information and Ms. McCann shared that would have to be an RFP and there is a procurement process.

Ms. Hankins suggested the creation of a charrette, of sorts, be formed to generate ideas; a group designed to plan for activities and personalize it to the Tabernacle's use to offer recommendations on the matter.

Vice Mayor Bertaut shared there is a need before it goes to RFP to receive public input on what type of uses would like to be seen at the facility along with a lists of limits of the flooring and the building and a list on "no,nos" for the property. In the past the facility was used as a church. He does not favor hiring an outside consultant and shares that Council has been displeased with the recent facility revenue and suggests to publicizing the monthly rental to allow bids, and to review the town history and business plan

with the current vendor. Vice Mayor would like the involvement of Economic Development Advisory Committee (EDAC) to assist with this project.

Council member Rayner agreed with formation of a subcommittee with Parks and Recreation Advisory Board (PRAB) with EDAC and the Council Liaisons being point persons and also hold a Public Input meeting.

Mayor Milan summarized and discussed a timeline on feedback/decisions/RFP on use of the Tabernacle by June 2023.

Ms. McCann will look into this project and get back to Council with a timeline via email conversation. Ms. Hankins suggested since this would not be discussed at the January 24th meeting would it make sense to go month to month with current vendor for summer months.

d. Preparation for the Upcoming (Zero Base) Budget

David Mekarski, Town Manager, introduced the item. Linda Jackson gave the report that a zero based budget is already used with some modifications. She shared that in November each department head shared their needs with Finance and then this information is then shared with the Town Manager which then gets delivered to Council. Mayor Milan would like to concentrate on decrease of overtime and reduce of chargebacks to possibly add members of staff. Ms. Jackson shared there would still need to be an inflow. Elizabeth Krens pointed out the schedule of dates for budget meetings that was shared at the dais and more discussion of new ideas will be shared throughout the budget meetings. She also requested feedback on how Council would like to proceed through the budget with each department. Also Ms. Krens called attention to setting tax rates; personal property tax rate by the end of February which staff suggests no change, but would need direction and a decision on the real estate tax rate with a public hearing and decision by March 28th meeting. Vice Mayor Bertaut questioned on how each department head concludes on their line items of the budget and asked why it is done the way it is done. Ms. Krens will deliver more details to Council at future meetings adding an explanation field to line items in the budget.

e. Future Town Council Meetings and Agenda Topics

David Mekarski, Town Manager, gave the report. He mentioned the 24th meeting designated for CIP Budget and the Fields Farm Project are both on the 24th and there possibly would not be adequate time to discuss both. The Fields Farm Project is being worked on by the Planning Commission to deliver to Town Council by the 24th. He suggested scheduling a special meeting for this or work with Elizabeth Krens in moving the CIP topic. Ms. Krens and Ms. Lehnig will provide a summary of CIP with high level overview, but also be able to deliver more details if asked about a particular project. Mayor Milan would prefer to keep these on the 24th agenda to not delay the County and also be able to discuss CIP. Mayor Milan brought forth the topic 7/690 Interchange Public Information meeting. Mr. Mekarski shared through a letter to the County hoping to hold a Public Information meeting tentatively on the 18th of January, but not until the Catoctin Meadows HOA receives all documents regarding the project which they have not confirmed receiving as of yet. Ms. Lehnig stated that the deed and plat were sent to Mark Nelis, Attorney for the HOA, and she would confirm tomorrow the receipt of these documents.

f. Discussion Concerning Whether or Not a November Special Election is Needed: Council Direction to the Town Attorney to Identify Legal Options

Sally Hankins, Town Attorney, gave the report. She referenced an email sent December 1, 2022 to Council and recirculated on January 5, 2023 to the new Council outlining the process of filling a vacancy on Town Council, with the conclusion that the Town is to petition the Circuit Court for a special election to fill the vacancy left by Council member Milan and recently filled by the appointment of Council

member Rise, because state code specifies that even if your charter provides for other procedures, state code requires that a special election be scheduled for the next general election of November 2023. Since that time, there was a request to do things in a different way. Ms. Hankins could look into this, but can investigate the consequences for not holding a special election and return to Council on January 24. The only caveat under the reading of the statute the petition was to be filed promptly by January 17th. She sees no penalty, but the Court is authorized to order a special election regardless of filing the petition. Ms. Hankins shared that there is an assuming of some risk.

Vice Mayor Bertaut suggested to assume making the motion and asked if it could be rescinded at a later date. Ms. Hankins believed it would be too late and would lead to an appeal to the Court and ask for the order be rescinded. Vice Mayor Bertaut referenced a different outline based on possibility interpreting the law with a condition from an email dated May 2021 from Ms. Hankins that it is not necessary to hold a special election. He read the VA law 24.2-228 into the record.

Sally Hankins confirmed with Vice Mayor Bertaut to deliver an answer to the question at the 24th meeting. Ms. Hankins referenced the ambiguity of "not with-standing" language of the law referring to appointments. Council member Luke refrained comment. Council member Rise abstained from the conversation. Council member Williams and Council member Rayner read it as to still hold special election. Council member Rayner questioned to fill the position of the time remaining of the vacancy of Council member Milan instead of until the special election in November 2023. Mayor confirmed to fulfill time of the vacancy and not hold another "special" election and then another election shortly thereafter. Council member Rayner looks forward to receiving an opinion from an election lawyer. Council member Bennett shared to have Council member Rise complete the 2 year term of the existing 4 year term. Vice Mayor additionally shared that it was hard to believe that the legislature of this state to intend a law to run for an office three times in three years. Ms. Hankins acknowledged the inefficiency, but also referenced the VML statement of special election is required.

Mayor requested for a motion to direct the Town Attorney to pursue direction of finding legal options for not having or having the special election.

Vice Mayor Bertaut made the motion that Town Council direct the Town Attorney to research legal option regarding the requirement for a special election for the seat just vacated by Council member Milan.

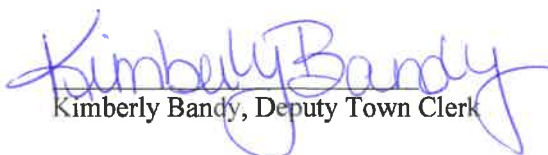
(Carried: 6-1 Abstain, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Abstain, Luke: Aye, Williams: Aye; Milan: Aye)

g. Town Council Deliberations on Planning Commission's Analysis of the Field's Farm Park Project

David Mekarski, Town Manager, gave no report and this was already discussed during the meeting.

ADJOURNMENT:

With no further business, Vice Mayor Bertaut made a motion to adjourn the meeting at 9:37 PM and carried (7-0).


Kimberly Bandy, Deputy Town Clerk


Stanley J. Milan Sr., Mayor

Mayor

Stanley J. Milan, Sr.

Council

Mary F. "Boo" Bennett
Christopher Bertaut
Carol Luke
Erin Rayner
Ronald B. Rise Jr.
Mary Jane Williams



Town Manager
David A. Mekarski

221 S. Nursery Avenue
Purcellville, VA 20132
Phone: (540) 338-7421
www.purcellvilleva.gov

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

RESOLUTION NO. 23-01-02

**PRESENTED: JANUARY 10, 2023
ADOPTED: JANUARY 10, 2023**

A RESOLUTION: RESOLUTION EXTENDING THE TERM OF THE COMCAST OF CALIFORNIA/MARYLAND/PENNSYLVANIA/VIRGINIA/WEST VIRGINIA, LLC, CABLE FRANCHISE AGREEMENT

WHEREAS, effective on September 1, 2007, the Town Council (the "Council") of the Town of Purcellville (the "Town"), and Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC ("Comcast") entered into a Cable Franchise Agreement (the "Franchise"); and

WHEREAS, the Franchise expired on August 31, 2022; and

WHEREAS, the Franchise was extended from August 31, 2022 until January 31, 2023 to permit continuing discussions with Comcast; and

WHEREAS, Town staff and Comcast remain in discussions concerning the renewal of the Franchise; and

WHEREAS, Town staff anticipates that due to the complexity of the issues involved in the renewal negotiations those negotiations are unlikely to be completed before the expiration date of the current Franchise extension; and

WHEREAS, the Council wishes to extend the term of the Franchise to allow sufficient time for the parties to complete negotiations; and

WHEREAS, by letter from Comcast's Director of Government and Regulatory Affairs to the Town Manager dated January 4, 2023, a copy of which is attached to this Resolution, Comcast has provided its consent to the proposed extension of the Franchise; and

WHEREAS, the Council desires to reserve its rights under state and federal law, including, without limitation, 47 U.S.C. § 546, and acknowledges that Comcast may have certain rights as well.

NOW, THEREFORE, BE IT RESOLVED THAT, the term of the Franchise is hereby extended from January 31, 2023 until April 30, 2023.

This Resolution shall be effective immediately upon adoption.

PASSED this 10TH DAY OF JANUARY, 2023.

AYES: Rayner, Bennett, Bertaut, Milan, Rise, Luke, Williams

NAYS: None

ABSENT: None

ABSTAINING: None


Stanley J. Milan, Sr., Mayor
Town of Purcellville

ATTEST:


Diana Hays, Town Clerk

Mayor
Stanley J. Milan, Sr.

Town Manager
David A. Mekarski

Council
Mary F. "Boo" Bennett
Christopher Bertaut
Carol Luke
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Phone: (540) 338-7421
www.purcellvilleva.gov

TOWN OF PURCELLVILLE
IN
LOUDOUN COUNTY, VIRGINIA

RESOLUTION NO. 23-01-01

PRESENTED: JANUARY 10, 2023
PRESENTED: JANUARY 3, 2023
ADOPTED: JANUARY 10, 2023

A RESOLUTION: PRESCRIBING FOR CALENDAR 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 6:00 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 all Council meetings shall end no later than 9:30 PM unless any meeting is otherwise extended by majority of Council members present and voting recognizing that completion of an agenda item commencing prior to the designated ending time may not be finished unless voted on to extend an additional 30 minutes; 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

A RESOLUTION: PRESCRIBING FOR CALENDAR 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 the Town Council and Town Council's committees, commissions, and boards shall recess for the month of August, 2023, the Town Council shall cancel its meeting scheduled for Tuesday, December 26, 2023 and close town offices as an extra paid holiday for staff due to the Christmas holiday; 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

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 public 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 10th DAY OF JANUARY, 2023.


Stanley J. Milan, Sr., Mayor
Town of Purcellville

ATTEST:


Diana Hays, Clerk of Council

