



MIDDLEBURG TOWN COUNCIL Regular Monthly Meeting Minutes



Thursday, August 11, 2016

PRESENT: Mayor Betsy A. Davis
Vice Mayor Darlene Kirk
Councilmember Kevin Hazard
Councilmember Philip Miller
Councilmember Kathy Jo Shea
Councilmember Mark T. Snyder

STAFF: Martha Mason Semmes, Town Administrator
Angela K. Plowman, Town Attorney
Rhonda S. North, MMC, Town Clerk
William M. Moore, Town Planner
Ashley M. Bott, Town Treasurer
Cindy C. Pearson, Economic Development Coordinator

ABSENT: Councilmember J. Kevin Daly
Councilmember Trowbridge "Bridge" Littleton

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting, beginning at 6:00 p.m. on Thursday, August 11, 2016 in the Town Hall Council Chambers, located at 10 W. Marshall Street. Mayor Davis led Council and those attending in the Pledge of Allegiance to the flag.

Public Comment

Tony Wells noted that the Council had a written request from him and explained that he was seeking the Council's endorsement, knowing this was a VDOT matter, to reduce the speed limit in Middleburg from 25 MPH to 15 MPH. He advised that he was the Vice President of The Plains Rescue Squad; therefore, he was familiar with vehicle and pedestrian accidents. Mr. Wells further advised that he knew about VDOT's processes and noted that he was able to get the speed limit reduced on The Plains Road. He explained that he did not want to start doing this in Middleburg unless the Council was supportive of the notion to reduce the speed limit. Mr. Wells opined that with all of the changes to the crossings and the bump outs, traffic would funnel through Middleburg in a way that was different than before as there was less room. He further opined that if the current speed limit was maintained, it would be dangerous. Mr. Wells noted the large trucks that came through Middleburg. He opined that given the road changes, it was essential to reduce the speed limit from 25 to 15 MPH. Mr. Wells advised that he would be happy to lead this charge as he had regular contact with Garrett Moore, VDOT's Chief Resident Engineer. He opined that he had ways to implement this request. Mr. Wells noted that even after the speed limit was reduced on The Plains Road, there were still accidents; therefore, he decided that further action was needed. He advised that following a meeting with Mr. Garrett, rumble strips were quickly installed. Mr. Wells further advised that he had influence with VDOT. He reiterated that he did not want to do this unless the Council endorsed the notion of reducing the speed limit. Mr. Wells acknowledged that the Town had no authority to do anything other than support his request.

Catherine “Bundles” Murdock, 609 Blue Ridge Avenue, advised Council that some items have been pointed out to her even though she was no longer on the Council. She noted that she also had some observations of her own. Ms. Murdock advised that she had heard that there was no parking in town many times; however, she opined that today it was true. She noted that there were no available parking spaces in the Liberty Street Parking Lot, the other Town lot was closed due to the construction and there was no on-street parking. Ms. Murdock advised that she ended up parking in the Safeway lot and walking to her destination. She opined that one of the contributing factors to the lack of parking was the number of construction workers in town for the road project and the contractors that were repairing properties due to the hail damage.

Ms. Murdock reported that several people have complained to her about the sharp edges on the new bump outs. She opined that during a snow, they would not be visible to either motorists or snow plow operators; therefore, tires and cars would be damaged. Ms. Murdock advised that an individual told her that the crosswalk by the post office was laid crookedly and opined that this was an easy fix as the bricks were laid in sand.

Ms. Murdock reminded Council of the trial run that was conducted using two horse trailers at The Plains Road, which was successful. She suggested the turns may be a problem for trailers at the traffic light due to the new bump outs.

Ms. Murdock advised that she witnessed a near accident at the intersection of Marshall and Pendleton Streets, when a driver ran the stop sign. She noted that when driving in this area recently, she asked a friend if she saw the stop sign and she indicated she did not as she was so focused on Washington Street that she was not even aware of Marshall Street. Ms. Murdock advised that the friend indicate that the stop sign was too high to be seen by someone in a regular sized car.

Ms. Murdock thanked the new members of Council for their service. She presented the Town with a sand timer in order to time the speakers.

Aleco Bravo Greenburg offered to allow the Town to temporarily use his property at the intersection of Marshall and Pendleton Streets to install a smaller stop sign.

Donna Strama welcomed the new members of Council. She noted that both Ms. Murdock and Mr. Wells covered what she wanted to say. Ms. Strama expressed sorrow that the “big rocks” had been removed from in front of the Mayor’s parents’ former house, as well as across the street. Ms. Strama questioned where the “historic people” were during the construction.

Ms. Strama noted that she asked Councilmember Miller why the flags on the light poles were not all going in one direction. She acknowledged that it needed to be this way due to trucks; however, she opined that it was going to be weird to have flags facing different directions.

Ms. Strama noted that there was a parking sign in front of Richard Allen Clothing that was located in the middle of the sidewalk. She suggested that a distracted pedestrian could run into it. Ms. Strama expressed hope that the sign was only temporary.

Trowbridge “Trow” Littleton reminded Council that the brick sidewalk on Washington Street, in front of Matt Blunt’s house, had not been repaired. He suggested that while the contractor was in the process of finishing the Route 50 Project, the sidewalk be repaired so it was walkable and usable.

Mayor Davis closed the public comment portion of the agenda. She explained, as to the flags, that in order to accommodate the Christmas in Middleburg signs, some of the hangers needed to face the other direction, otherwise the signs would be hit by large vehicles. Ms. Davis further explained that if they had been installed to all face the same direction, the signs could not have been hung. She confirmed they were not installed improperly.

Mayor Davis advised that as to the sharp edges on the granite curbs, they were being addressed. She noted that the contractor was supposed to be rounding any points. Ms. Davis expressed hope that the edges could be rounded all around; however, she noted that she did not know whether this was possible.

Mayor Davis noted that as to the parking of construction workers, the Police Chief has said that if they were parked legally, he could not tell them they could not park somewhere. She noted that he indicated that if a lot of them were parked in one location from one group, he would ask them to park elsewhere but he could not require it.

Mayor Davis advised that as to the intersection of Pendleton and Marshall Streets, the Town was hoping that something could be done. She noted that the problem was that motorists were not paying attention. Ms. Davis advised that there was an advance sign warning motorists of the stop sign ahead, as well as a painted stop bar on the pavement. She expressed frustration that this was a problem as there were three devices that indicated the motorist needed to stop. Ms. Davis reported that she and the Town Administrator were meeting with representatives from VDOT in the hope of securing approval for a four-way stop. She opined that this would make the most difference, although it would not fix the people who were not paying attention. Ms. Davis noted that the wreck that occurred at this intersection occurred because the motorist did not stop. She advised that she had experienced cases in which the motorists who stopped for the sign still pulled out in front of her as they thought this was a four-way stop. Ms. Davis noted that the Town could not fix distracted drivers.

Town Administrator Semmes reminded Council that as to the stone walkway on Washington Street, the original design was to leave the stone step. She advised that the Town received a request to fix the sidewalk, at which point, the Council decided it wanted a brick sidewalk at that location. Ms. Semmes reported that VDOT agreed to accommodate this request and has leveled and sloped the area so it would meet handicapped requirements. She noted that the Town would then need to secure a permit from VDOT to install the sidewalk. Ms. Semmes reiterated that VDOT was doing extra work to help the Town with regard to handicapped access for this sidewalk. She opined that this area presented a tripping hazard even for non-handicapped individuals; therefore, the new sidewalk would be safer for everyone.

Mayor Davis asked the Town Administrator to check on the sign in front of Richard Allen Clothing.

Town Administrator Semmes noted that she was working on a project that may relocate the sign. She confirmed this was an existing sign.

Mayor Davis asked the Town Administrator to check with someone about mowing in front of the Fox Hound Museum as the grass was high.

Councilmember Snyder asked that a public hearing be advertised on the request to lower the speed limit to 15 MPH in order to give the public the opportunity to provide input on whether they liked the idea. He noted that this may not change what the Council did; however, it would be nice to give the citizenry the opportunity to comment.

Councilmember Miller questioned whether the 15 MPH speed limit would apply to all streets.

Councilmember Snyder advised that he would like for it to apply to all of them; however, he wanted to get the public's input.

Councilmember Shea noted the need to check with VDOT and reminded Council that Route 50 was a highway. She suggested the need to know what VDOT's regulations would allow.

Councilmember Snyder advised that he would like to have a discussion in town regarding this request. He noted that he liked the idea of slowing down traffic. Mr. Snyder advised that he tried to drive 15 MPH, but usually drove 20. He acknowledged how difficult this could be; however, he noted that it was difficult to see pedestrians, particularly kids who may be moving quickly. Mr. Snyder opined that it would be safer for everyone if the motorists were driving slower.

Councilmember Miller suggested that it would benefit the town to have more sidewalks.

Councilmember Snyder opined that it was too late to install sidewalks in the Ridgeview Subdivision. He noted that he also did not see anyone offering to pay for them.

Mayor Davis suggested the staff contact VDOT to ask about their regulations.

Town Administrator Semmes agreed it would be good to determine what was possible. She opined that there would be less control over the speed limit on Route 50 as it was a major U.S. highway. Ms. Semmes suggested there may be more leeway in the residential areas. She noted that when the speed limit was reduced to 15 MPH in school zones, it was done with flashing lights.

Councilmember Shea advised that she would like to know what was possible before going to the public. She noted that she did not want to ask them their opinion on something and then find out it was not possible.

Town Administrator Semmes suggested that it may be possible to secure Safe Route to School funding for the construction of sidewalks. She noted that this did not necessarily mean the Ridgeview area and reminded Council that there were areas where connections needed to be made, such as the area behind the BB&T Bank.

Councilmember Snyder opined that the residents in the Ridgeview Subdivision would be upset if sidewalks were installed where they were used to parking. He explained that this was why he believed it was too late. Mr. Snyder acknowledged that there were other locations where it could be done.

Town Administrator Semmes noted that there were some places, such as East Marshall Street, where sidewalk would help to keep the edge of the road from eroding.

Councilmember Hazard noted that the Planning Commission was working on revising the Comprehensive Plan. He further noted that there have been sidewalk studies done over the years. Mr. Hazard suggested the Commission put this on the front burner to identify where sidewalk could be installed and provide a recommendation to the Council. He noted that they have already talked about sidewalks on the two back streets. Mr. Hazard expressed hope to complete sidewalk on one side of the street. He noted that there have been a number of cases where, as a condition of the site plan, the Commission asked people to install sidewalk; however, when they looked at where the structure sat, it would have required the removal of the porch to install it. Mr. Hazard advised that in those cases, it was more of a hardship than the Commission thought was fair. He reminded Council of the plan prepared by Virginia Tech students for Federal Street and suggested it be revisited.

Councilmember Shea reminded Council of the previous sidewalk plan prepared by Stantec.

Councilmember Hazard suggested the need to look at the plans and develop a long-term plan for the installation of sidewalk. He noted that the Town now had more money and could start to look at the funding needed to make connections over a long period of time.

Councilmember Shea opined that it was not just that the Town had the money. She noted the increase in traffic. Ms. Shea suggested it was important to look at the safety of the community.

Councilmember Miller agreed and noted that lots of people walked.

Mayor Davis noted the plans to allow sidewalk on one side of the street. She questioned whether this would still allow for two-way traffic. Ms. Davis noted that this was a concern. She reminded Council that there were only two back streets and opined that it was not feasible to make them one-way.

Councilmember Hazard noted that there were some areas where the traffic would be reduced to one lane for a short length.

Councilmember Shea noted that there was a proposal online that suggested making the downtown area a walking park. Councilmember Hazard noted that this would be difficult on Route 50. Vice Mayor Kirk opined that it would kill the businesses and suggested that it did so in Winchester. Mayor Davis agreed it could not be done on Route 50, as it was a major thoroughfare.

Approval of Minutes

Mayor Davis opined that the July 14th minutes did not state who the votes were for during the nomination process for Vice Mayor. Town Clerk North advised that the names were listed at the bottom of each vote.

Councilmember Snyder moved, seconded by Vice Mayor Kirk, that Council approve the July 14, 2016 Regular Meeting and July 28, 2016 Work Session meeting minutes as amended.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, Shea and Snyder

No – N/A

Abstain: N/A

Absent: Councilmembers Daly and Littleton

(Mayor Davis only votes in the case of a tie)

Staff Reports

Councilmember Shea noted that IES was looking at the Town's sewer system and questioned how this was going. **Stuart Will, of IES**, reported that a camera truck would be in town later in the evening to video the lines. He noted that they had better equipment and could see it in greater detail. Mr. Will reported that they would televise all of the lines in West Washington Street. He explained that this was being done in response to the construction and reported that he had before tapes and was now doing after shots to make sure nothing was damaged during the Route 50 Project. Mr. Will advised that they would televise the remainder of the lines after the construction was complete.

Councilmember Snyder noted that he loved Mr. Will's reports. He further noted that they contained good news. Mr. Snyder asked that Mr. Will inform Council when there was bad news as well.

Town Administrator Semmes thanked the staff for covering for her while she was on vacation. Vice Mayor Kirk asked the Town Administrator to send out a notice the next time she went on vacation. She questioned the status of the sludge hauling contract. Town Administrator Semmes reported that the contract was in the hands of the vendor, Five Star.

Councilmember Shea noted the fence that was constructed around Well 4 using a wellhead protection grant. She questioned whether there would be any plantings and opined that it looked “naked”. Town Clerk North confirmed that plantings were not covered under the grant. Councilmember Shea suggested the Beautification Committee be asked to look at doing some plantings.

Councilmember Shea noted that one of the trolley stops was located next to Salamander’s office, at the intersection of Marshall and Washington Streets. She suggested that if this continued to be a stop, the driver should not block any additional parking spaces. Ms. Shea further suggested that he move across the street where there was no parking. **Economic Development Coordinator Pearson** noted the need for the trolley to pull over to pick up passengers. She advised that she would see what could be done.

Councilmember Miller questioned whether the Town had the ability to put a sign on the trolley. Economic Development Coordinator Pearson noted that they would make a laminate sign for this weekend. She advised that she was talking to Quail Run Signs about creating one to be placed on the back of the trolley. Ms. Pearson advised that one could not be placed on the side of it.

Economic Development Coordinator Pearson announced that the Parks & Recreation Department was celebrating their fiftieth anniversary in Purcellville on August 13th. She advised that she did not know how many years they have been at the Community Center; however, it had been a long time.

Economic Development Coordinator Pearson reported that eighty-three people rode the trolley last weekend. She noted that most people did not know what it was for and expressed hope that the number would increase this week.

Councilmember Shea questioned whether the staff had a sense of where most of the trolley traffic was coming from. She advised that she saw some riders but there were not a lot in the downtown area. Ms. Shea expressed shock that there were eighty-three riders. She suggested the need to determine what parts of the route was experiencing ridership. Economic Development Coordinator Pearson advised that she was not sure it could be identified within the route; however, she would ask.

Councilmember Miller agreed it would be nice to have this information so a determination could be made as to whether all of the stops were necessary.

Councilmember Snyder suggested it would be nice to know how many people from Salamander were using the trolley. He suggested that if a lot of their guests were taking advantage of it, the Town may want to talk to them.

Vice Mayor Kirk noted that Salamander offered their guests free rides in an Audi. She opined that they did not need the trolley service.

Economic Development Coordinator Pearson reported that Blue Tree Digital was now doing postings on Facebook, Twitter and Instagram for the Town regarding Middleburg, the Pink Box and the Farmers Market. She reported that the number of followers had increased to over six thousand on the Town’s Facebook page. Ms. Pearson noted that Twitter and Instagram were new accounts. She advised that the Pink Box was up to six hundred forty-eight followers and the Farmers Market had over two thousand. Ms. Pearson reported that the Town would receive a full report each month.

Councilmember Shea questioned whether the Farmers Market was still restricted to just having fruit and vegetable vendors. She further questioned whether the Town could bring in other locally made vendors. Economic Development Coordinator Pearson advised that she spoke with anyone who called. She further advised that the market currently had pottery and noted that a new cidery wanted to join as well.

Councilmember Shea suggested this be included in the advertising. Economic Development Coordinator Pearson confirmed that the ads stated that the market “accepted vendors of all kinds”.

Mayor Davis asked the Economic Development Coordinator to remove the August 25th work session from her report calendar.

Councilmember Shea questioned whether the “Chronicle of the Horse” was a show. Economic Development Coordinator Pearson confirmed this was the name of an exhibit at the National Sporting Library & Museum.

Councilmember Shea questioned whether the staff had heard any more on the HDRC agenda item that was tabled regarding 107 Reed Street. **Town Planner Moore** reported that the meeting when that was discussed was just held last week. He opined that the applicant would resubmit their plans for the September HDRC meeting.

Councilmember Shea noted that the Town Planner’s report discussed some roof permits. She questioned what triggered the need for a permit to repair a roof. Town Planner Moore explained that it was required for roofs damaged within the Historic District in cases in which the owner was replacing the roof with something different. He noted that the houses on Chinn Lane had concrete shingles that were difficult to find and were a poor product. Mr. Moore advised that some of the homeowners were replacing those with metal. He noted that any change in color, form or materials required a permit.

Town Planner Moore noted that he would be on vacation next week. He asked that anything that required his attention during that time be directed to the Town Administrator.

Town Treasurer Bott apologized for the updated report and noted that the Mayor found an error in the first version. She advised that when she investigated it, she found four batches of expenses that were entered correctly during the month of August; however, the system entered them for July. Ms. Bott noted that Logics said it occurred due to a “system glitch”. She advised that she was excited that the Town was changing its financial software.

Councilmember Snyder questioned how the staff was doing securing the new software. Town Treasurer Bott confirmed it was moving along. She reported that by next week, the database shell should be ready, although it would not have any information in it. Ms. Bott further reported that the vendor was progressing weekly. She advised that the project manager had been on vacation; therefore, the only thing that occurred this past week was the installation of a new server. Ms. Bott advised that she was eager to get the new software installed and operational.

Councilmember Shea noted that she had been hearing about how bad the Route 50 Project had been for the merchants in Middleburg. She advised that she agree with some of that; however, she noted the increased revenues in the meals and occupancy taxes. Ms. Shea opined that while those two things were not the same, they did not jive with the statements that “no one was here in Middleburg”. She suggested the need to point that out on the public record.

Town Treasurer Bott confirmed the numbers were very telling. She noted that the occupancy tax revenues were high and acknowledged that Salamander was a big player in that. Ms. Bott advised, however, that two percent (2%) of the lodging tax revenues were sent to the State on a quarterly basis;

therefore, this line item would decrease by \$83,000 in August when that payment was remitted. She reminded Council that a five percent lodging tax was collected for the Town and a two percent tax was collected on behalf of the State. Ms. Bott reiterated that the State tax came to \$83,000 for this quarter.

Mayor Davis thanked the members of the **Police Department** for a wonderful National Night Out. She also thanked those who helped with the event and noted that it was a huge success. Ms. Davis advised that former Councilmember Murdock was honored that evening by having the event named after her as it was her dream five years ago to have it.

Vice Mayor Kirk suggested that Council have more input on the event next year. She opined that it was a nice night for the citizens and children; however, she suggested there were things the Council could do to add to the event. Ms. Kirk further suggested it would be nice to have the Council do something that evening to show that it was giving back to the community. She noted that they could give away an additional bike or bike helmets.

Councilmember Snyder noted that he would like the opportunity for people to submit comments that the Police Department would get. He opined that they would not get any; however, he suggested it would be nice to open it to suggestions.

Councilmember Shea advised Council that she spoke with the Facilities & Maintenance Supervisor about the lack of recycling bins at National Night Out. She noted that she asked him whether Go Green needed to help him remember that they were in storage and needed to be brought out.

Mayor Davis noted that she and Bundles Murdock noticed their absence. She suggested they be marked well; otherwise, people would throw trash in them.

Councilmember Shea noted that the Town could not litigate people's actions; however, she advised that the bins they chose had plastic bags and were marked "recycling" so people could see what went in them.

Vice Mayor Kirk noted that there were not as many trash cans available during the event and advised that she received a complaint.

Councilmember Shea suggested the need to get into the habit of bringing what the Town had to Town events.

Mayor Davis suggested the recycling containers have small holes so nothing more than a bottle could be placed in them. Councilmember Shea confirmed that the containers had tops.

Reports of Town Committees/Council Liaisons

Councilmember Shea reported that Go Green had a subcommittee that was working on developing an annual event and advised that there were a lot of people who wanted to have an annual health and environmental wellness run. She opined that the Go Green committee was struggling and suggested they needed to have more people involved. Ms. Shea reported that they have not had a meeting where business could be done since they had a change in leadership. She advised that she would step in and change the process at the next meeting. Ms. Shea reminded Council that the Town Clerk sent out a meeting calendar during the last week of the month and reported that she planned to ask the members of Go Green to respond as to whether they could attend the meeting so it could be cancel in a timely fashion. She reminded Council that she would only have one more meeting with the committee prior to her departure from the Council.

Action Items (non-public hearing related)

Council Appointment – Economic Development Advisory Committee

Vice Mayor Kirk moved, seconded by Councilmember Snyder, that Council appoint Aleco Bravo Greenberg to the Economic Development Advisory Committee for a two-year term, said term to expire April 1, 2018.

Councilmember Snyder suggested it would be nice if the appointee's address was not blacked out so the Council would have a general idea of where they came from. Town Clerk North advised Council that she started redacting the addresses at the request of the Town Attorney.

Councilmember Shea questioned whether the town could be shown. She noted that Mr. Greenberg stated that he was from Middleburg in his letter.

Councilmember Snyder explained that he would like to know whether they were located in or out of town or in another area.

Town Attorney Plowman confirmed the Council could know; however, she questioned whether the public needed to know the addresses. She suggested the members of Council contact the staff to ask for this information if they desired it.

Councilmember Snyder advised that he would rather not have to ask and asked that it be shown on the application. He opined that the applicants had no quorums telling where they lived as it was on their applications and noted that it was the staff that was redacting it. Mr. Snyder suggested the street number be blacked out, with the remainder being readable.

Town Clerk North opined that this was public information.

Town Attorney Plowman noted that she did not recall the conversation with the Town Clerk. She advised that she would follow-up on why she said this and would provide additional information.

Councilmember Shea noted that Mr. Greenberg's letter outlined his involvement in the community. She further noted that she knew him personally. Ms. Shea suggested that when an application was received, it would be good for the Council to have a sense of why the individual wanted to be on a committee. She further suggested that the applicants be told that this was something the Council has requested.

Town Clerk North advised that she could add a line to the advertisements to indicate that the individual should explain why he wanted to join the committee.

Mayor Davis thanked Mr. Greenberg for applying for this position. Councilmember Snyder noted that he was thrilled that he applied.

Councilmember Miller noted that Mr. Greenberg's letter seemed to clearly state why he wanted to join the committee.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, Shea and Snyder

No – N/A

Abstain: N/A

Absent: Councilmembers Daly and Littleton

(Mayor Davis only votes in the case of a tie)

Council Approval – Donation – Middleburg Concert Foundation

Mayor Davis noted that EDAC recommended the approval of this request.

Councilmember Snyder questioned whether the Middleburg Arts Council should weigh in on this as well. He opined that this was more of an arts issue than an EDAC one. Mr. Snyder advised that he had no problem with the applicant or the recommendation and noted that he was only asking about the process.

Councilmember Shea suggested the Arts Council could have an impact by giving their goals and objectives for the year. She further suggested they could say whether there needed to be less music and more visual arts. Ms. Shea opined that the Arts Council needed to make their recommendations to the Council aside from these applications.

Councilmember Snyder noted that funding was ultimately a Council decision. He expressed hope to see more coordination between the two bodies.

Councilmember Shea questioned whether the information contained in the agenda packet was what EDAC reviewed. Economic Development Coordinator Pearson confirmed that EDAC received more information; however, she did not include all of it in her memo to Council.

Councilmember Shea questioned whether EDAC asked the Concert Foundation whether they provided recycling or trash collections. Economic Development Coordinator Pearson advised that she would check on that.

Vice Mayor Kirk moved, seconded by Councilmember Miller that Council approve a request from the Middleburg Concert Foundation in the amount of \$3,000 to support their concerts. Vice Mayor Kirk further moved, seconded by Councilmember Miller, that this funding come from the Special Events line item in the Economic Development budget.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, Shea and Snyder

No – N/A

Abstain: N/A

Absent: Councilmembers Daly and Littleton

(Mayor Davis only votes in the case of a tie)

Council Approval – Proclamation - Farmers Market Week

Vice Mayor Kirk moved, seconded by Councilmember Shea, that Council adopt a proclamation declaring August 7-13, 2016 as “Farmers Market Week” in the Town of Middleburg.

Councilmember Shea inquired as to what was happening to recognize this week. Economic Development Coordinator Pearson confirmed that there was not a lot of activity planned around it other than the proclamation. She advised that the U.S. Department of Agriculture went out and did some things with farmers markets; however, the Town did not do anything other than the adoption of the proclamation.

Councilmember Shea suggested a sign be placed at the Farmers Market. Economic Development Coordinator Pearson noted that this could be done next year; however, there was no way to get a sign for this week.

Councilmember Shea noted that she supported such declarations; however, she suggested the need to follow them up with something.

Councilmember Miller suggested a celebration be held at the Farmers Market. Economic Development Coordinator Pearson confirmed they tried to do that in the past; however, it fizzled. She noted that they could try again.

Mayor Davis suggested that something be put on Facebook stating that the proclamation was adopted.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, Shea and Snyder

No – N/A

Abstain: N/A

Absent: Councilmembers Daly and Littleton

(Mayor Davis only votes in the case of a tie)

Council Approval – Resolution - Amendment to Boundary Line Adjustment Resolution

Councilmember Snyder moved, seconded by Vice Mayor Kirk, that Council adopt AN AMENDMENT TO A RESOLUTION INITIATING A BOUNDARY LINE ADJUSTMENT TO INCORPORATE WITHIN THE TOWN LIMITS THE TOWN'S WEST END PUMP STATION PROPERTY TO INCLUDE PORTIONS OF THE FEDERAL TOWERS CONDOMINIUM AND LLEWELLYN VILLAGE PROPERTIES, basically cleaning up the boundary line adjustment.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, Shea and Snyder

No – N/A

Abstain: N/A

Absent: Councilmembers Daly and Littleton

(Mayor Davis only votes in the case of a tie)

Closed Session – Lease of Town Property

Vice Mayor Kirk moved, seconded by Councilmember Hazard, that Council go into closed session as allowed under the Virginia Freedom of Information Act Section 2.2-3711(A)(3) and (7) pertaining to the discussion or consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body and consultation with legal counsel retained by the public body regarding specific legal matters requiring legal advice by such counsel. Vice Mayor Kirk further moved, seconded by Councilmember Hazard, that these matters be limited to the lease of the Health Center property. Vice Mayor Kirk further moved, seconded by Councilmember Hazard, that in addition to the Council, the following individuals be present during the closed session: Martha Mason Semmes and Angie Plowman. Vice Mayor Kirk further moved, seconded by Councilmember Hazard, that the Council thereafter reconvene in open session for action as appropriate.

Councilmember Shea announced that she would recuse herself from the closed session.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, and Snyder

No – N/A

Abstain: Councilmember Shea

Absent: Councilmembers Daly and Littleton

(Mayor Davis only votes in the case of a tie)

Town Attorney Plowman explained that Second Chapter Books, in which Councilmember Shea held a business interest, may be interested in this property.

(Councilmember Shea left the meeting at 6:58 p.m.)

Mayor Davis asked that Council certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under the 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 closed meeting, which each member so did. She reminded those present for the closed session that any discussion that occurred within it should be treated as confidential.

Councilmember Snyder moved, seconded by Vice Mayor Kirk, that Council authorize the Town Administrator to advertise the Health Center space that was becoming available for lease.

Vote: Yes – Councilmembers Kirk, Hazard, Miller, and Snyder

No – N/A

Abstain: N/A

Absent: Councilmembers Daly, Littleton and Shea

(Mayor Davis only votes in the case of a tie)

There being no further business, Mayor Davis declared the meeting adjourned at 7:18 p.m.

APPROVED:

Betsy A. Davis, MAYOR

ATTEST:

Rhonda S. North, MMC, Town Clerk