



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Agenda**  
**Thursday, June 11, 2020**  
**Town Office, 10 W. Marshall Street**  
**6:00 PM**



.NOTICE: THIS MEETING WILL BE CONDUCTED AS A REMOTE MEETING. PUBLIC PARTICIPATION IS AVAILABLE BY CALLING (540) 339-6355. THE MEETING WILL BE LIVE STREAMED/VIDEO RECORDED AND AVAILABLE FOR VIEWING ON OUR WEBSITE AT WWW.MIDDLEBURGVA.GOV

- I. Call meeting to order
- II. Mayor's Remote Meeting Announcement
- III. Pledge of Allegiance
- IV. Roll Call
- V. Public Comment
- VI. Public Hearing and Related Action Items
- VII. Special Recognition by Mayor and Council
- VIII. Public Presentations
- IX. Staff Reports
  - IX.A. May 2020
    - [May 2020 Utilites Report.pdf](#)
    - [Town Clerk Monthly Report - May 2020.pdf](#)
    - [Treasurer's Report 061120.pdf](#)
    - [2020.6.11 Econ Dev Monthly Report.pdf](#)
    - [Deputy Town Admin report 2020\\_06.pdf](#)
    - [2020-5 - Police Monthly Report .pdf](#)
    - [June 2020 Town Attorney Report.pdf](#)
  - IX.B. COVID-19 Updates
    - [2020.06.11 COVID-19 Updates.pdf](#)
- X. Reports of Town Committees/Council Liaisons (if applicable)
- XI. Consent Agenda

- XI.A.** Council Approval - May 28, 2020 Regular Meeting Minutes; June 3, 2020 Special Meeting Minutes  
[05-28-2020 - Regular Council Meeting Minutes.pdf](#)  
[06-03-2020 - Special Council Meeting Minutes.pdf](#)

**XII.** Action Items (Non Public Hearing Related)

- XII.A.** Council Approval - Amendments to Town Code to Reflect Town Charter Amendments  
[2020.06.11 Town Code Amendments - reflective of Charter Amendments.pdf](#)  
[Ordinance - Amendment to Chapter 3 - Title Change - Town Manager.pdf](#)  
[Ordinance - Amendment to Chapter 15 - Conform to Town Charter Amendment.pdf](#)
- XII.B.** Council Approval - Amendments to Employee Handbook to Reflect Town Charter Amendments  
[2020.06.11 Employee Handbook Changes.pdf](#)  
[Employee Handbook - 07012020 Revisions - FINAL Markup.pdf](#)  
[Employee Handbook - 07012020 Revisions - FINAL Clean.pdf](#)

**XIII.** Discussion Items

- XIII.A.** Potential Corporate Boundary Line Adjustment - The Hill School/Landmark School Road properties  
[BLA - Hill School-Landmark School Rd 2020\\_06\\_11.pdf](#)
- XIII.B.** Cancellation of August Council Meeting  
[Memo - Cancellation of August Work Session - 2020.pdf](#)

**XIV.** Information Items

- XIV.A.** Status Report - Restaurant Take-Out Voucher Program  
[2020.06.11 Update on Restaurant Support Program.pdf](#)
- XIV.B.** Status Report - Retail & Support Business Program  
[2020.06.11 Update on Retail Support Program.pdf](#)

**XV.** Public Comments (second)

**XVI.** Closed Session

- XVI.A.** Property Acquisition  
[061120 - Closed Session - Property Acquisition.pdf](#)

**XVII.** Adjournment

.ANNOUNCEMENT REGARDING REMOTE MEETING PARTICIPATION

CHECK LIST/ANNOUNCEMENTS  
REMOTE PARTICIPATION IN COUNCIL MEETINGS

It is the Middleburg Town Council's responsibility to conduct essential public business despite the COVID-19 pandemic; however, it recognizes the need to do so safely for not only its membership but also for the Town staff and members of the public. To that end, in accordance with the Resolution Confirming the Declaration of a Local Emergency and the Ordinance to Implement Emergency Procedures & Effectuate Temporary Changes to Address Continuity of Governmental Operations during COVID-19, the Town Council will hold its meetings via remote access until such time as the Governor rescinds his emergency order prohibiting the gathering of more than 10 individuals and mandating social distancing. Copies of the previously referenced documents are available on the Town's website for those who wish to view them.