



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Minutes**  
**Thursday, June 11, 2020**



**PRESENT:** Mayor Trowbridge M. Littleton  
Vice Mayor Darlene Kirk  
Councilmember Chris W. Bernard  
Councilmember J. Kevin Daly  
Councilmember Morris “Bud” Jacobs  
Councilmember Peter Leonard-Morgan  
Councilmember Philip M. Miller  
Councilmember Cindy C. Pearson

**STAFF:** Danny Davis, Town Administrator  
Martin Crim, Town Attorney  
Rhonda S. North, MMC, Town Clerk  
William M. Moore, Deputy Town Administrator  
Jamie Gaucher, Business & Economic Development Director  
Estee LaClare, Planning & Project Associate  
Julie Rivard, Finance Director/Town Treasurer

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting, beginning at 6:00 p.m. on Thursday, June 11, 2020. Due to Governor Northam’s executive orders prohibiting more than ten individuals from assembling and requiring that people social distance, the Council meeting was held remotely with the Mayor, Council and most of the staff participating from their respective homes.

Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag. The roll call was called at 6:00 p.m.

Mayor Littleton explained for the viewing audience that it was the Council’s responsibility to conduct essential public business despite the COVID-19 pandemic; however, it recognized the need to do so safely, not only for its members but also for the Town staff and members of the public. He further explained that to that end, in accordance with the Council’s resolution declaring a local emergency and its ordinance implementing emergency procedures and effectuating temporary changes to address the continuity of governmental operations, the Council would hold its meetings via remote access until such time as the Governor rescinded his executive orders. Mr. Littleton advised the viewing audience that copies of the agendas were available on the Town’s website and that the meetings would be livestreamed and recorded for viewing on the website. He explained that anyone wishing to participate in the meetings during the public comment periods or the public hearings could do so by dialing (540) 339-6355. Mr. Littleton reviewed the process that would be utilized for the remote meetings.

**Swearing In Ceremonies**

Gary Clemens, Clerk of the Loudoun County Circuit Court, thanked the Mayor and Council for their service to the community. He swore in the newly elected members, in the following order: Councilmember Bernard, Councilmember Miller, Councilmember Daly, Councilmember Jacobs and Mayor Littleton.

**Staff Reports**

Town Administrator Davis advised Council that the planning for the Community Fourth of July Celebration was in full swing. He reviewed the work that had been completed to date.

Town Administrator Davis reported that Thomas & Talbott was experiencing plumbing issues that would likely require the installation of a new sewer lateral. He noted that they were coordinating this with VDOT and the Town.

Town Administrator Davis advised Council that the Treasurer's Report included updated numbers for FY '20 and reported that the General Fund would end the fiscal year balanced. He noted that the status of the Utility Fund would depend on the final expenditures, as those revenues were down.

Town Administrator Davis announced that the Citizens Academy, which was originally scheduled to be held in August, was being postponed until the spring due to the COVID-19 pandemic.

Town Administrator Davis noted that Chief Panebianco's report contained an overview of HB 1250, which required local law enforcement to collect data, which would include race and ethnicity, during traffic stops. He explained that the General Assembly's goal was to ensure minorities were not being targeted. Mr. Davis advised that the State Police had not yet provided details on how the information should be transmitted to them. He explained that for this reason, the police officers may ask questions they would not normally ask effective July 1<sup>st</sup>.

Mayor Littleton questioned whether anyone had raised the question as to whether this would create a constitutional issue. He expressed an understanding of the goal for collecting the data; however, he opined that this could actually be profiling. Town Attorney Crim confirmed he had not heard anyone express those concerns to date.

#### COVID-19 Update

Town Administrator Davis announced that Northern Virginia would enter Phase 2 effective June 12<sup>th</sup>. He reviewed the rules associated with that phase, which were intended to allow things to return to normal in a limited way. Mr. Davis noted that the Governor's facemask order would still be in effect and opined that this was important as some places in the country were starting to see a second wave of the virus. He encouraged anyone who was sick to self-isolate and everyone to continue to social distance.

Town Administrator Davis advised that as to Town operations, as much of the staff as possible would return to the office effective June 15<sup>th</sup>, with the employees maintaining social distance. He noted that if this were not possible, they would wear a facemask. Mr. Davis advised that the public would be asked to knock on the door if they had business to conduct at the Town Office and opined that there would likely be more in-person interactions. He noted that the public would be asked to wear a facemask when entering the Town Office and advised that the staff would do so as well when interacting with the public.

Town Administrator Davis reported that the Liberty Street restrooms would be open Fridays through Sundays starting June 12<sup>th</sup>. He further reported that they would be cleaned twice a day and that hand sanitizing stations were being installed at them.

Town Administrator Davis reported that Loudoun County approved the CARES Act funding for the Town and advised that he expected to receive the monies shortly. He further reported that a number of Middleburg businesses applied for the County's business interruption grants. Mr. Davis noted that the staff was assisting the County in making sure the businesses were properly licensed in the Town.

Town Administrator Davis reminded Council of the Republican primary election for the U.S. Senate that was scheduled for June 23<sup>rd</sup> and noted that it would occur in the Council Chambers.

Town Administrator Davis questioned whether the Council was interested in allowing the advisory committees to resume meeting once Northern Virginia entered Phase 2. He suggested they resume after July 4<sup>th</sup>. Mr. Davis noted that the meetings could be held in-person or remotely.

In response to an inquiry from the Council regarding the frequency the Town Office was being cleaned by the janitorial firm, Town Administrator Davis reported that it had not increased; however, the Administrative & Accounting Assistant and the Town Clerk were cleaning the frequently touched surfaces twice a day and whenever the public entered the office.

Council asked that the Town Office be cleaned by the janitorial firm following the elections.

Mayor Littleton noted that he participated in a call with the members of the Northern Virginia Regional Commission, in which they discussed that a second wave of the virus could be coming in the fall. He suggested the need to begin thinking about how the Town could prepare in the event the State went back into a lockdown. Mr. Littleton asked that the staff press the County to identify what they were doing to prepare as well.

**Consent Agenda**

(A) Approval of Council Meeting Minutes – May 28, 2020 Regular Meeting and June 3, 2020 Special Meeting

*Councilmember Leonard-Morgan moved, seconded by Councilmember Miller, that Council adopt the consent agenda as proposed.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

-----

**Action Items** (non-public hearing related)

Council Approval – Amendments to Town Code to Reflect Town Charter Amendments

Town Administrator Davis noted that the Council requested, and the General Assembly approved, amendments to the Town Charter that would change the title of his position to Town Manager, as well as his responsibilities. He explained that these changes needed to be reflected in the Town Code. Mr. Davis noted that proposed amendments to Chapter 15 changed to whom some of the members of the Town staff would report. He advised that if the Council wished to return the reporting of those positions back to themselves in the future, they could do so through a simple Town Code amendment.

*Councilmember Jacobs moved, seconded by Councilmember Miller, that Council approve the amendments to Town Code Chapter 3, Administration of Government, and Chapter 15, Officers and Employees, effective July 1, 2020, updating the title of the chief administrative officer from “Town Administrator” to “Town Manager”; these updates shall have no effect on the validity or duration of any action by the Town Administrator on or before June 30, 2020. Councilmember Jacobs further moved, seconded by Councilmember Miller, that any references to the Town Administrator in Town Code, Ordinances, Resolutions, Policies or Motions be deemed to refer to the Town Manager.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

-----

Council Approval – Amendments to Employee Handbook to Reflect Town Charter Amendments

Town Administrator Davis advised that most of the proposed updates were also in response to the Town Charter amendments. He reported that a few others were proposed to reflect best practices. Mr. Davis explained that these included exempting some of the department heads from earning compensatory time; adding language to the sick leave section to allow him to grant additional sick leave in situations such as a pandemic; adding language to allow for administrative leave; changing the evaluation date for employees; and, changing the password policy so it would not be specifically defined in the handbook but rather would be adjusted to reflect best practices after consultation with the Town’s IT consultant. He noted that the changes have been reviewed by the Town Attorney.

*Councilmember Miller moved, seconded by Councilmember Daly, that Council approve the changes to the Employee Handbook as shown in the version dated July 1, 2020 and attached to this report, to be effective July 1, 2020.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

-----

Discussion Items

Potential Corporate Boundary Line Adjustment – The Hill School/Landmark School Road properties

Deputy Town Administrator Moore advised Council that the staff was seeking direction on three items, the first of which was the possible connection of the properties to the public sewer system. He reminded them that it was a priority of the former Wellhead Protection Advisory Committee that septic systems in town be eliminated in order to reduce the risk of contamination of the Town’s water supply. Mr. Moore suggested that if these properties were brought into the Town limits, it was important to determine whether they would be able to connect to the Town’s sewer system. He noted that the topography in this area could create a problem and asked for authorization to conduct some preliminary engineering to determine the feasibility and cost of the connections. Mr. Moore noted that the Town could use budgeted monies for the preliminary engineering work.

Deputy Town Administrator Moore reported that the second item on which the staff was seeking direction was regarding zoning proffers. He reminded Council that land that was brought into the Town limits under an annexation or a boundary line adjustment was automatically brought in zoned as agricultural-conservancy. Mr. Moore advised that while this would not be a problem for The Hill School, it would mean the residential properties would immediately become non-conforming. He suggested the staff seek a commitment from the property owners to support a rezoning to one of the residential districts.

Deputy Town Administrator Moore advised that the third item on which the staff was seeking Council direction was on whether to seek a commitment from the property owners to be responsible for the costs associated with the boundary line adjustment. He noted that these would include the fees charged by the Town Attorney, survey costs and the public hearing costs. Mr. Moore advised that he would defer to the Town Attorney on the cost for his time; however, he anticipated the costs for the survey work to be \$14,000 and for the public hearing to be \$500.

In response to an inquiry from the Council, Town Administrator Davis advised that it was up to the Council; however, typically, the property owners did the work and absorbed the cost of a boundary line adjustment. He noted that there was no recent experience related to boundary line adjustments in Middleburg. It was noted that Salamander paid the cost for their boundary line adjustment.

In response to an inquiry from the Council, Deputy Town Administrator Moore estimated the cost of the preliminary engineering to be \$4,000-8,000. It was noted that without this work, the Town would not have an idea of the cost to extend the sewer mains. The Council agreed they would like for the property owners to share in the cost of the engineering work.

Treavor Lord, of The Hill School, noted that the school owned three of the six residential properties. He advised that he could not speak for the remaining property owners; however, he would help the Town liaise with them.

In response to an inquiry from the Council, Town Administrator Davis advised that the staff would seek a grant to cover the cost for the property owners to connect to the sewer main; however, if that was not possible, it would be possible to set up a special assessment district that would allow them to pay over time. He noted that the property owners would have to agree to this up front.

The Council suggested the need to know all the costs involved in the boundary line adjustment. They expressed concern about the precedent that would be set if the Town were to cover the costs.

Town Attorney Crim confirmed it would set a precedent for any similar situation; however, he noted that this could be addressed by differentiating the situation, such as through a Comprehensive Plan update to show a desire to bring the property into the Town limits or a joint land management area plan with the County driven by the location of existing utilities. He questioned whether any of the septic systems in that area were failing and noted the Town's practice to not extend utilities outside of the Town limits.

It was agreed there would be no clarity on the costs without the preliminary engineering and that the remaining two items hinged on this one. The Council asked the staff to meet with the property owners to determine whether they were interested in sharing the preliminary engineering costs and to report back to them. They also requested information regarding how other localities handled the cost sharing.

Deputy Town Administrator Moore confirmed he would report back to the Council during their next meeting. He advised that as to the concerns about setting a precedent, he believed there were ways to identify this differently than what occurred with Salamander or would occur with vacant lots.

#### Cancellation of August Council Meeting

After some discussion, the Council agreed to cancel the second meeting in August, with the understanding that a meeting could be scheduled if an item arose that required their action. Councilmember Pearson noted that she would be absent from the first meeting in August.

#### Information Items

##### Status Report – Restaurant Take-Out Voucher Program

Town Administrator Davis reported that this program was very successful and noted that the vouchers were well used. He advised that one restaurant indicated they would likely have closed permanently if not for the Town's support, while others would have closed temporarily. Mr. Davis opined that this was a creative, brilliant plan to support the community.

Status Report – Retail & Support Business Program

Town Administrator Davis reported that to date, the Town had issued checks totaling \$20,000 to reimburse the retail businesses for their discounts and noted that he was expecting more. He advised that some businesses had already reached the cap. Mr. Davis reported positive feedback from the retailers and noted that it was helpful for the customers as well.

The Council thanked the staff for putting these programs together and noted that they were proud of them. They opined that the programs were innovative and well executed. The Council noted the touching thank you letter received from the Windy Hill Foundation. They opined that the programs benefited Middleburg's image as well as the residents and businesses.

**Statement Against Racial Inequality**

Mayor Littleton read the first paragraph of the proposed statement against racial inequity and noted that the remainder of it was based upon the statement issued by the Northern Virginia Regional Commission. The Council agreed it was a wonderful, important message. They noted the need to make sure the terminology was correct.

The Council asked the staff to check the verbiage and unanimously voted to approve the statement as otherwise written.

**Closed Session** – Property Acquisition

Town Administrator Davis advised that the closed session was being removed from the agenda, as the staff was continuing to work with the property owner. The Council agreed to hold a special meeting next week to discuss this item if needed.

**Resumption of In-Person Meetings**

In response to an inquiry from the Council regarding the resumption of in-person meetings, Town Administrator Davis reported that the challenge was the space issues brought about by the need to social distance. He noted that the staff would not know what Phase 3 would look like until the Governor declared it.

Mayor Littleton suggested the June 25<sup>th</sup> Council meeting be held remotely and that the Council decide at that time whether to resume in-person meetings.

There being no further business, Mayor Littleton declared the meeting adjourned at 7:40 p.m.

APPROVED:

\_\_\_\_\_  
Trowbridge M. Littleton, MAYOR

ATTEST:

\_\_\_\_\_  
Rhonda S. North, MMC, Town Clerk

## June 11, 2020 Middleburg Town Council Meeting

**(Note: This is a transcript prepared by a Town contractor based on the video of the meeting. It may not be entirely accurate. For greater accuracy, we encourage you to review the video of the meeting that is on the Town's website – [www.middleburgva.gov](http://www.middleburgva.gov))**

**Bridge Littleton:** Thank you. So we will now. Well, first and foremost, we'll call the meeting to order. And we will start with the Pledge of Allegiance. As always, to avoid the delay issues and all that stuff, I will do the Pledge of Allegiance. And then we will do the roll call. [Pledge of Allegiance] Ok. The next item is the roll call. And as we've been doing, I'll call your name and then sound off and we'll do that as well for votes. So First is Peter.

**Peter Leonard-Morgan:** Peter Leonard-Morgan.

**Bridge Littleton:** Chris.

**Chris Bernard:** Chris Bernard.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Here.

**Bridge Littleton:** You have to say Darlene Kirk.

**Darlene Kirk:** I don't want to. Darlene Kirk. .

**Bridge Littleton:** The roll call. Philip.

**Philip Miller:** Philip Miller.

**Bridge Littleton:** Kevin. .

**Kevin Daly:** John Kevin Daly.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Cindy Pearson.

**Bridge Littleton:** And Bud.

**Bud Jacobs:** Bud Jacobs.

**Bridge Littleton:** Now, I'm going to real quickly read the announcement and then we will go to the swearing in. OK, so this was the announcement for 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 recognized 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 any ordinance to implement emergency procedures and effectuate temporary change to address continuity of government operations during COVID 19, the town council will hold its meeting oldest meetings to promote access until such time as the governor. Rescind the 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 Web site for those who wish to view them and also in accordance with the business practice or remote meetings, we will have a public comment session at the

beginning of the town council meeting, and we will also have an additional public comment section at the end of the public, at the end of the council meeting with that, I am very pleased to welcome our esteemed clerk of the court for Loudoun County, Gary Clemens. Gary, thank you for joining us.

**Gary Clemens:** Thank you, Mayor. It's always an honor to be with you. Although virtually is a safe way to proceed. But I must say, I dearly miss seeing you in person. I wish I could be there all together, do the swearing in ceremony before I proceed with the oath, I'd first like to commend Danny and Rhonda for their tremendous help. I experienced some technology issues on my end before we made this possible for me to participate, but they were very patient with me. We ran several tests and I just want to commend them for their service to the town to make this possible. I want to thank them for doing so. I would like to tell each and every one of you on the town council and the mayor that serving at any time in the town is an important calling. And I've always valued your service to the town of Middleburg. But even more so during this COVID 19 situation, that's even more challenging to conduct town business. But I do commend you and your efforts and the initiative you implemented to ensure the safety of your residents, but also to ensure good economic programs to keep your businesses going as best you can. So before we proceed, I just want to extend my personal appreciation to each of you for what you're doing in Middleburg. Having said that, I'm prepared to administer the oath of office first. Mr. Bernard, are you prepared to assume another term of office on the Middleburg Town Council?

**Chris Bernard:** I am.

**Gary Clemens:** Please raise your right hand. Do you solemnly swear that you'll support the Constitution of the United States and the Constitution of the Commonwealth of Virginia and that you will faithfully and impartially discharge all the duties incumbent upon you as a member of the town council for the town of Middleburg, according to the best of your ability. So help you God?

**Chris Bernard:** Yes.

**Gary Clemens:** Thank you, sir. Congratulations on your election.

**Chris Bernard:** Thank you. [applause]

**Gary Clemens:** Mr. Miller, are you prepared to continue your service to the town of Middleburg?

**Philip Miller:** I am.

**Gary Clemens:** Can you please raise your right hand, please? Do you solemnly swear that I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia and that you will faithfully and impartially discharge all the duties incumbent upon you as a member of the town council for the town of Middleburg, according to the best of your ability. So help you God?

**Philip Miller:** I do so I swear.

**Gary Clemens:** Thank you, sir. Congratulations. Mr. Daly. All the way from Petersburg, Virginia.

**Kevin Daly:** It was a long hike but I made it.

**Gary Clemens:** Mr. Daly. How many terms is this for you, sir?

**Kevin Daly:** Second time.

**Gary Clemens:** Second term. Thank you so much for your service. Are you prepared to continue in that capacity serving the town of Middleburg?



**Kevin Daly:** I am.

**Gary Clemens:** Please raise your right. Do you solemnly swear to support the Constitution of the United States of America and the Constitution of the Commonwealth of Virginia and that you will faithfully and impartially discharge all the duties incumbent upon you as a member of the town council for the town of Middleburg according to the best of your ability so help you God.

**Kevin Daly:** I will with God's help.

**Gary Clemens:** Very good. Thank you, sir. Congratulations. [applause] Mr. Jacobs. If I recall correctly in my memory, somewhat fuzzy because of the COVID 19 situation, I believe I administered the oath of office to you in your home a short time ago.

**Bud Jacobs:** That's correct.

**Gary Clemens:** I believe, however, sir, at that time you were appointed to fill a vacancy. Is that correct?

**Bud Jacobs:** That is correct.

**Gary Clemens:** Well, now you're assuming this role as an elected official being elected by virtue of the citizens of Middleburg. So we thank you for your continued service. Are you prepared to commence this term of office?

**Bud Jacobs:** I am.

**Gary Clemens:** Please raise your right hand. Do you solemnly swear to support the Constitution of the United States and the Constitution of the Commonwealth of Virginia and that you will faithfully and impartially discharge all the duties incumbent upon you as a member of the town council for the town of Middleburg according to the best of your ability. So help you God?

**Bud Jacobs:** I do so swear.

**Gary Clemens:** Thank you, sir. Congratulations. [applause] And now for our esteemed Mayor. Mayor, we appreciate your leadership and service to the town. And as always, for you and your colleagues, even though the clerk of the circuit court does not normally intersect in terms of our governmental duties. I trust you all know that I'm available to assist each and every one of you and your service to the residents of Middleburg. As you know, one of your state's former residents was Richard Kirk, who preceded me as clerk of the circuit court. So to a certain degree, because of that heritage, I feel a personal loyalty to your town. So please do not hesitate to contact me. Mr. Mayor, are you prepared to continue your term of office?

**Bridge Littleton:** I am.

**Gary Clemens:** Please raise your right hand. Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia and that you will faithfully and impartially discharge all the duties incumbent upon you as the mayor for the town of Middleburg according to the best of your ability. So help you God?

**Bridge Littleton:** I do.

**Gary Clemens:** Very good. Thank you, sir. Congratulations. [applause] Thank you all for allowing me to be there remotely. But I look forward to seeing you each in person in the future. God bless the town Middleburg. Oh and Rhonda has paperwork for you to sign. Thank you.

**Bridge Littleton:** Take care. Ok. Well, congratulations, everybody.

**Darlene Kirk:** Congratulations to you.

**Bridge Littleton:** We're all stuck with each other for another four years. Ok, so next item is the public comment session. We will open that now. If there's any member of the public who is on the line that would wish to address our count on any on any matter. Please do so. Rhonda, is there anybody on the phone right now from the public?

**Rhonda North:** We have one of the applicants for one of the agenda items on the line. Otherwise, we have no one other than staff and council on the line.

**Bridge Littleton:** Ok. So I'll just, you know, ask for the map any any that member of the public that they want, which has been dark for the public comment session. By all means they can. Ok, we're good. Then we were now close the public comment session and move on to staff reports. Danny, you are up.

**Danny Davis:** Thank you, Mr. Mayor. I have a number of items to highlight from the staff reports from this packet. I would encourage, again, if you each have a chance to review the staff reports. There's a lot of good information in there, but a few things that I just want to highlight. First of all, the Fourth of July activities and preparations are in full swing. And I want to thank again, Rhonda, especially for her good work in coordinating and organizing all of that. It's coming together very well. She's organized the Boy Scouts for putting the flags out throughout the town. She's worked with the upper crust bakery on the cookies to give away and, of course, all the various vehicles to be in the vehicle parade. So I just want to let you know that everything is moving forward well, in that area. And we will continue to keep you updated, but appreciate the council's support in those efforts. I wanted to draw your attention, most of you, I'm sure, seeing the Plum Tech vehicles that have been outside of the Thomas and Talbot store for probably two weeks now. They've been working on some just internal and external plumbing issues at that location. And we are working within they're likely going to need to extend a sewer, a new sewer lateral to our system. So we're coordinating very closely with them and Will is working with them as well. So if we need to coordinate those any activities with VDOT. so we can provide more details, if you need that behind the scenes. But just want you to know, we've received a number of questions about and we've seen that the trucks out there for an extended period of time, what's going on? And of course, anytime you have aging infrastructure, especially inside of the building, it can be difficult to get to some of those repairs. So they're working again on some of these repairs, both inside their building, but also laterals, both on the water and on the sewer side. One and two, again, just remind you in the Treasurer's report, we have some updated revenue figures and numbers as it relates to fiscal year 20. The good news is we still think we're going to end the year pretty much balanced and on target, not nearly where we thought we would be with excess revenues. But we think we'll at least kind of end up essentially break even. The utility funds side depends a little bit on final expenditures throughout the year because we know that those revenues will be shorter or less than budgeted. But if there are questions about revenues, Julia is on the line. We'd be happy to answer those. Rhonda, I asked her why she did that. We remind council or highlight for council the fact that the Citizens Academy that had been intended for the upcoming summer in August is going to be postponed. And she worked with the council liaisons on that project to just let you know that I think just with everything going on right now, it's best to postpone that until we get through the current pandemic and even potentially get through the fall. So that's likely going to be a spring target for that citizen's academy or next year. And then finally, want to raise your attention in Chief AJ's report. There's a secondary or a separate attachment with just a brief overview of House Bill 1250. Something that we wanted just to make sure that the council was aware of. It's a new bill that was passed by the legislature and signed by the governor that requires local law enforcement departments to collect additional data whenever they make a traffic stop and they have to gather this information that specifically includes race and ethnicity. The intent of the bill was to ensure that a state from a state level that ensure at local levels that there were no targeting of minorities. And so the effort is to gather additional data that the state, the Department of State Police will be able to have in their database. Our challenge right now is the fact that we've not been given any details on how to transmit that data to the state. So we're working with that and AJ is coming up with the best solution possible. But we did want you to know that that is a change that will begin July 1st. So officers may be required to ask questions of drivers that they pulled over that would not have been asked in the past. And we just want to didn't want council to be caught off guard. In case you heard from members of the public about that. So that is an overview of staff report items. But I'd be happy to in staff, would be happy to answer any questions that you might have.

**Bridge Littleton:** So we'll go around the room real quickly if anybody's got any questions for Danny on any topics or anything else from a staff report. Peter.

**Peter Leonard-Morgan:** Thank you Mr. Mayor, no questions at this time..

**Bridge Littleton:** Chris.

**Chris Bernard:** No questions from me.

**Bridge Littleton:** All right, Darlene.

**Darlene Kirk:** I have no questions.

**Bridge Littleton:** Philip.

**Philip Miller:** No questions at this time.

**Bridge Littleton:** Kevin.

**Kevin Daly:** No questions.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** No questions. Thank you.

**Bridge Littleton:** And Bud.

**Bud Jacobs:** No questions. Thanks.

**Bridge Littleton:** I had one question. It might be more so for Martin. The police laws where they have to ask for race. Is there any sense out there that that's running? [multiple speakers] Yeah. OK, Martin, I think you've got your, like, logged in the computer and the phone, I think. So the question, though, is Danny or for Martin, maybe more so Martin. Is there any concerns or is there any discussion out there that that this runs afoul of, you know, unreasonable search and seizure or, you know, constitutional issues of, you know, asking for profiling? I mean, right. It's sort of like I mean, I get the point right. And we want to see if people are being profiled. But I like actually collecting the data is actually profiling. Is it is there been any talk out there that this is that there's a concern around that?

**Martin Crim:** I have not heard any.

**Bridge Littleton:** OK. That was my only question. OK. So next item is COVID 19 update.

**Danny Davis:** Thank you, Mr. Mayor. Some some updates. Clearly, we've had changes since the publication of the staff report, specifically that Northern Virginia, including Middleburg, is entering into phase two tomorrow. Technically tonight at midnight. And that will allow specifically restaurants to have in door eating up to 50 percent capacity. It will allow gyms and fitness centers to be opened up to 30 percent capacity and with appropriate distancing. It will allow additional use of the pool at the community center. It will allow personal service the lines to open again with certain restrictions. So we're starting to see a kind of returning to normal in a limited way, which is a good thing for, I believe, the region and especially for the town. The governor's masked face covering order is still in effect. So please, as an encouragement to everyone, remember to continue to wear your face covering because that is important. Anecdotally, you've begun seeing news reports across the country of places beginning to see a little bit of a second wave, a resurgence. So the reminder there is is always take the appropriate precautions. It's still the virus is still around. And so face coverings, proper hygiene, washing of hands. And of course, if you're sick or exhibiting

symptoms to stay isolated and self-isolated, those all remain very important. And, of course, physical distancing as much as you're able. These the entering phase two has an impact on town operations, in which beginning on Monday, we will have our staff returning to the office as much as possible. That way we can continue serving the public in the best way possible. We will obviously be maintaining physical distancing both at our desks and also in meetings. And if we can't for any reason, we will be wearing a face covering even inside the building if we can't keep that six feet of distance. The public is still asked to knock on the door before coming in. So we will keep the doors locked in this phase. However, we are going to likely have more interactions with the public in a in person type setting. We will ask the public to wear face covering when they do come into the office. And when we are serving a member of the public, we also will wear a face covering just to show our respect for their health, but also because we know we're asking them to wear one. So we're trying to take the appropriate precautions in that way, but continue to be able to conduct our business as the town. Also with this, we are going to be opening our public restrooms at the South Liberty parking lot beginning tomorrow, our cleaning crew is scheduled to be able to clean those twice a day on Friday, Saturday and Sunday. So at this point, we're going to leave them open on weekends, only Fridays, Saturdays and Sundays. However, I know that's been a question by a number of the retailers. And so we're going to have this open and available. And we're also getting hand sanitizer stations that are secured to the building that can be used by the public at those restroom facilities. The rest of the update, as shown in the staff report, remains. And you see the information there. We've been working with the county on the CARES Act funding and they've approved our expenditures and we expect to see those funds transmitted to us from the county shortly. And as indicated here and Mr. Gaucher can answer if you need any further information there have been a number of businesses that have applied for the latest round of business interruption funds from the county. So we've been assisting the county in ensuring that those businesses are properly registered and licensed here in the town of Middleburg. I will finally point out that reminder for the Republican primary for U.S. Senate is June 23rd here at the town office again. So the elections will be having their appropriate physical separation again, like they did last time and providing those services to the public here at the town office. So any questions surrounding that we can assist with or direct you to the general registrar's office. Finally, I'd say the last item is as we begin into phase two and then look to whenever phase three might occur, is for the council to begin looking at the resumption of meetings of the advisory committees and bodies as appropriate. My recommendation at this point would be that we suggest to begin those in July or after July Fourth. But we do know that there are needs for certain of those committees to meet and they've been meeting virtually and we can accommodate either in person or virtual meetings. But as we begin to get into preparing for the next phase of reopening and also the continuation of town services, that may be a conversation the council and you with your respective committees may wish to have about setting up next rounds or resumption of advisory meetings. And that's all that I have at this point Mr. Mayor.

**Bridge Littleton:** Any questions for Danny. Peter.

**Peter Leonard-Morgan:** No, very comprehensive Danny. Thank you very much for that.

**Bridge Littleton:** Chris.

**Chris Bernard:** Nope. Thanks, Danny.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** No questions.

**Bridge Littleton:** Philip.

**Philip Miller:** Very comprehensive. Thank you, Danny.

**Bridge Littleton:** Kevin.

**Kevin Daly:** No questions. Thank you Danny.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Yes, I do have one question or maybe just a thought with your cleaning crew for the restrooms. Have they also up there cleaning any in the town buildings for you all.

**Danny Davis:** So we have not increased their cleaning here in the town office, however Shannon and Rhonda both each morning and each evening before they leave, wipe down all of the primary contact services, handles, drink stations, public areas, tables and counters. And then when a member of the public does come to conduct business in the town office, typically we would also wipe down that area when that member of the public leaves. So we we feel that at this point that's sufficient. But we've not brought them in for daily cleanings.

**Cindy Pearson:** Ok. You know, it might be something to think about, but at least maybe like after the election or something like that, if they could be scheduled to come in and clean, that you all didn't have to clean up after everyone would be a thought to. That's all. Thank you.

**Danny Davis:** Thank you.

**Bridge Littleton:** The only question I had was and we talked about a little bit on the NVRCcall on on Monday, but I don't think they got anywhere with that. It was kind of disappointing. Everyone's saying they were you know, there's going to be a second wave of COVID right. In the fall or in the winter or whatever. And, you know, as things are getting better right now, we're going to have a lull over the next two or three months. You know, we need to be thinking about what did we learn from the last. What do we need to be prepared for when a potential second wave hit? And it's not only things like PPE or whatever, but, you know, if the state goes back into a tighter lockdown, you know, just everything out there, you know, how are we prepared so that we can pull the trigger quickly and not have to react. You know, the first piece of this there was no choice, right? It automatically hidden and whatever. So it would be great if we could just start if you guys could start thinking about that and, you know, economic development programs or whatever. And then really press the county to be thinking about it as well. I just I we now know. Right. So I just want to ensure we don't get caught flat footed. Ok. Next item. Oh, I'm sorry, Bud did you have anything.

**Bud Jacobs:** No, nothing. Thank you. And thank you Danny.

**Bridge Littleton:** Ok. Next item is the consent agenda. Anybody have anything they would like removed from the consent agenda. Ok. So is there a motion on the consent agenda? Peter?

**Peter Leonard-Morgan:** I move that we accept the consent agenda as presented.

**Philip Miller:** Second.

**Bridge Littleton:** Rhonda. Time for your roll call.

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daily.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** All right. Consent agenda is approved. Next item is the council approval of the amendment to the town code [inaudible] Amendments to the town code to reflect town charter amendments. That was a sentence written by government. Ok, Danny. Take it away, please.

**Danny Davis:** Very briefly, Mr. Mayor, the council requested the General Assembly approved charter amendments for the town of Middleburg that had some title changes and also responsibility changes for the town administrator. And so these are being reflected in a few of the town code chapters. I will be honest. I thought there were more references in Chapter three. So that one is a very minimal change. Chapter fifteen is really the one where the town administrator is currently named in the code. And it reflects some of the reporting changes, too, from a few of the staff members from direct to council. Instead, they'll be reporting directly to the town manager. And as indicated in the charter amendment, those approved should council wish to ever change that or to have other members of staff report directly to the council, that can be adopted as future code. And so with that, the sections are ready for adoption unless the council has questions.

**Bridge Littleton:** Ok. So I think it reflects everything we had actually said to the governor to have, you know, his or I guess I should say the legislature passed and the governor signed. So let me just go around the room and see if anybody has any last questions for Danny or for Martin on this.

**Bridge Littleton:** Peter

**Peter Leonard-Morgan:** Thank you, [inaudible].

**Bridge Littleton:** Chris.

**Chris Bernard:** I'm good.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** I'm good.

**Bridge Littleton:** Philip.

**Philip Miller:** I'm good no questions.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Good to go.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** No questions.

**Bridge Littleton:** [inaudible].

**Bud Jacobs:** Quick question for Danny. Is it necessary to make any references to the title change for the deputy town administrator who I presume would now be the deputy town manager.

**Danny Davis:** Yes, we would be doing that in the next item, which is the handbook changes. So the deputy town administrator is actually not directly referenced in town code.

**Bridge Littleton:** Bud, anything else?

**Bud Jacobs:** No.

**Bridge Littleton:** OK. All right. Is there a motion?

**Bud Jacobs:** I'll read it. I move that the town council approved the amendments to Town Code, Chapter three, Administration of Government and Chapter Fifteen Officers and employees. Effective July 1st, 2020, updating the title of the chief administrative officer from town administrator to town manager. These updates shall have no effect on the validity or duration of any action by the town administrator on or before June 30th, 2020. I further move that any references to the town administrator in town code ordinances, resolutions, policies or motions be deemed to refer to the town manager.

**Kevin Daly:** Second.

**Bridge Littleton:** Any further discussion? Ok, Rhonda.

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Ok. Next item is, again, I love it, amendments to employee handbook to reflect how a town charter amendment. Daniel.

**Danny Davis:** Mr. Mayor, thank you. This item follows the prior item, which is to update the employee handbook in regards to the topics just discussed. This is a bit of a more comprehensive change just because there are hundreds of references to the town administrator or deputy town administrator in the handbook, but at the same time also take the opportunity to do a few additional amendments that just reflect our current practices or some best practices. I've summarized those in the staff report specifically. Some of this clarifies the status of a few of the department heads in terms of being fully exempt employees and also not earning comp time. But at the same time, recognizing their ability to conduct their work and complete their work and take the time that is appropriate. And that's managed through annual leave and sick leave accruals and also use. I can clarify any of that if you have any questions. We did add some language regarding sick leave in response to the current pandemic, likely already had the flexibility to do that. But just to be clear that we can add sick leave hours to an employee's bank of hours should they need to either self-isolate or quarantine due to or for the overall health and safety of the public or staff. We've also included a new section on administrative leave which relates to should we be required to go through any kind of human resources investigation or other purposes. I've recommended that we change the performance assessment review period more closely aligned with the fiscal year, which allows us to align our personal staff goals to council's goals related to the password policy that we don't specifically define that in the handbook, but that we work with our I.T. department and group to have a policy that we can adjust should best practices change. So I realize there's a lot there, but I'm happy to answer any questions. And this has been reviewed by Mr. Crim as well.

**Bridge Littleton:** Ok. Any questions or inputs for Danny. Peter.

**Peter Leonard-Morgan:** No, I think it's fairly straightforward. There's nothing else there. I mean, one hundred and ten pages of [inaudible]. But I think that summary is very good. Thank you.

**Bridge Littleton:** Chris.

**Chris Bernard:** Nope, looks good. Thanks Danny.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** I actually met with Danny about this and we talked. So I think he did some really good changes and updates.

**Bridge Littleton:** Perfect. Thanks. Philip

**Philip Miller:** No comments. I think it looks good. Hopefully he found all the spots.

**Bridge Littleton:** Kevin.

**Kevin Daly:** This is a real page turner. Well done Danny. No questions.

**Bridge Littleton:** Well, you know, if you ever need to go to sleep and you're tossing and turning and by the third page, you'll be out. [inaudible] Cindy.

**Cindy Pearson:** Yeah. No questions.



**Bridge Littleton:** And Bud.

**Bud Jacobs:** No questions. Thank you.

**Bridge Littleton:** Great. Danny, good job. Thanks for all the hard work. Well actually the whole town staff. I'm sure everybody contributed. OK, is there a motion?

**Philip Miller:** I move that the town council approved the changes to the employee handbook as shown in the version dated July 1, 2020, and attached to this report to be effective July 1 2020.

**Kevin Daly:** Second.

**Darlene Kirk:** Second.

**Bridge Littleton:** Rhonda.

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Yes.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Awesome. Thank you. All right. Next. And I apologize, Treavor, I should have just moved this to the front Trevor all of that stuff. Pretty good.

**Trevor Lord:** You can you can make it up to me somehow Bridge.

**Bridge Littleton:** Well, I am, because I'm not putting it at the end. All right. So the next item is the BLA discussion around the Hill school property and the other properties along Landmark School Road. Danny, do you want to take the initial piece of this and then. Well, first of all, how do we how do we want to do this? I mean, I know you guys,

you and Will give your overview and. [Inaudible] Will. And then do we want to, you know, have any discussion from the requestents or do we want to go, you know, a round through council first or what are your thoughts?

**Danny Davis:** Sure. I think it'd be good for for Will to give his overview. I think probably at that time would be worth counsel asking questions, allow the opportunity to provide any comments or thoughts as well at that time.

**Bridge Littleton:** Sounds good. Mr. Moore, you're on deck.

**Will Moore:** Thank you, Mr. Mayor. Members of council hope everyone's doing well. The same thing as outlined in my report. We're essentially seeking authorization and or direction from council related to three items. The first would be related to the possibility of these properties hooking into detailed sanitary sewer system. As you all are well aware of, it is a priority of the former wellhead formally known as Wellhead Protection Committee to try to seek to minimize risk to the town's water supply by eliminating, to the extent possible, any septic system and drain fields within the town and, quite frankly, within its proximity. If we were to bring additional properties in to town, one potential benefit would be to have those system [inaudible] to our sanitary system because of where these properties are located and topography it could be challenging. So we're not suggesting at this time that we would see necessarily a commitment from the property owners, but rather that you authorize us to do some preliminary engineering analysis that could better inform that topic in terms of its feasibility. What actual costs and infrastructure would be required to do so. So we're requesting council's authorization to use existing budgeted dollars under our engineering line item to do just a preliminary engineering analysis to get a ballpark figure there. The second point, as [inaudible] in my memo, is pertaining to zoning those properties. So the way our ordinance works is if properties are brought into the town, the boundary line adjustments or annexations they are automatically go to our Agricultural Conservancy district. This would not create any issues for The Hill School property itself as that is the appropriate district. It is the district to the portion of the school that is already with Intel his zones. So that would be perfect. But the residential lots along Landmark School Road would immediately be called non-conforming in many ways, including [inaudible]. What we would suggest is that we would seek a commitment from the owners of those residential properties to be in support of a future zoning amendment that would rezone likely to residential designation. And we could figure out what that proper designation is with the planning commission. And then finally, we're seeking some direction from council on whether or not we would want to have a commitment from the property owners to be responsible for the certain costs that would be incurred in the process of going through a boundary line adjustment. Specifically with fees what would be incurred for the town attorneys review. A lot of this process would be between the town attorney's office and the county attorney's office. Also there would be cost with the surveying and platting. And then some more limited costs with required public hearings. And I know the mayor reached out to staff and wanted us to give you a ballpark on those numbers. I would have to defer to Martin on for his experience if he would have any idea of what an estimated ballpark time commitment would be. But in terms of the other cost, the surveying and platting would be approximately thirteen thousand eight hundred dollars, just shy of fourteen thousand dollars. And then the the public hearing costs would be somewhere in the neighborhood of four to five hundred dollars we think. And I think that's all. I'm happy to answer any question that Council may have.

**Bridge Littleton:** And if I may, real real quickly. Just a quick question here. So I this going back to the guy actually wrote that down with the cost question. So outside the attorney's fees, your feeling is that the costs for all the other stuff, which would be the surveying and the platting. revisions to meet to bounds descriptions and the public hearing is going to be, you know, probably fifteen thousand dollars or less.

**Will Moore:** Correct.

**Bridge Littleton:** Just to put an upper bound on it. OK, great. Danny, do you have a question?

**Danny Davis:** I was just saying and we're not necessarily obviously asking the property owners to commit to that at this moment. Right. We're gathering this information in our recommendations that we get additional information from our engineers, specifically on the sewer side, gather all this together and then get together with the property owners to talk through this. But, of course, looking for some council insider direction at this time or we can come back to you after that meeting with the property owners if preferred.

**Bridge Littleton:** So and I only had one other question. Typical when we do a BLA, how are those costs handled?

**Will Moore:** So I'm not prepared to answer that the only BLA that has occurred during my time with the town was one that solely involved town property that is for the West End pump station. So we were the petitioner involved there.

**Danny Davis:** Yeah, and I believe those. It really does. It ends up being a council up to council's preference or discretion. Oftentimes a property owner would do that work on their own because they're coming into gain additional perhaps density or capabilities. And so they would absorb that cost because of the additional value that they would be gaining on their properties. On the other hand, governing bodies may choose to do this on their own, at their own cost, because there is overall value to the to the community or to the jurisdiction. So to answer the question, but also to Will's point, you know, we don't have any more recent experience than what Will just mentioned. Mr. Mayor, did we lose you? [multiple speakers]

**Philip Miller:** Darlene did we have to do a BLA with Salamander.

**Darlene Kirk:** Yes, a big one. And they paid everything. I mean, [multiple speakers] [inaudible] But I don't know how much the total cost is going to be.

**Bridge Littleton:** So this is Bridge. Sorry about that my computer totally locked up.

**Darlene Kirk:** Ok. Welcome back.

**Bridge Littleton:** Thank you. Hey, Danny, one quick question. So in the county, I'm sure BLAs happen all the time. When you were there, what was your experience in terms of the, you know, how the costs were typically handled?

**Danny Davis:** So I don't want to over speak cause I kind of had indirect relationship with that. However, you know that there would clearly be county attorney's office involvement is there, as they would review anything like subdivision's or site plans. But generally, when when those would occur, you know, between two boundaries. Well, I guess I can think of the public examples. Some some would be handled and prepared by third party land use attorneys with survey plats and all that prepared typically by the developer or the property owner. So that would be something they would absorb those general costs. There were there was one example where the county had to do some slight adjustments, but that was with another jurisdiction that was kind of local government to local government. So that that really is not an applicable example here.

**Cindy Pearson:** Can I make a comment?

**Bridge Littleton:** Cindy, please go ahead.

**Cindy Pearson:** But maybe we could go ahead. I guess the word is table this until we get the other information on the fees that the lawyers would charge and then we could more realistically look at the numbers and make decisions then.

**Bridge Littleton:** Sure. And that makes sense.

**Danny Davis:** If I can tag on that or suggest or ask if council generally okay with us doing the just very basic investigation into the sewer connection opportunities. I think that's a really key point of this conversation, because, you know, just from a topography standpoint, getting to these properties is pretty difficult and would require some sort of pumping uphill.

**Cindy Pearson:** And yeah, because it's downhill.

**Danny Davis:** It is. And so I think it would be good to bring our engineers involved and have them even work to talk with specifically [Inaudible], his team at the Hill School about their current connections. I think that might be a very insightful piece of this conversation.

**Cindy Pearson:** Yes. OK.

**Bud Jacobs:** I have a comment or question I guess. Assuming that it is feasible to connect these properties to the sewer. However that's done. I believe our practice in the past has been to ask the property owners to bear the costs of sewer hookups. And those can be those can be pretty substantial. So as we consider point three of the costs we might want the petitioners to be responsible for we have to consider how we're going to handle the sewer hookup if that, in fact, is feasible, if that is the result of our preliminary analysis.

**Danny Davis:** And I would add into that that we have a great idea of trying to seek grant funding for that, but also recognize that we're not always successful in achieving the grants that we look for, especially if that's a very large dollar amount. And so that is a very important piece of that conversation of costs, specifically, who would bear that cost and how would that occur?

**Darlene Kirk:** Did Bridge get lost again

**Bridge Littleton:** No, I'm still here. Let's just go around the room real quickly and I apologize again, like my computer's restarting. I got a hold on one second. I can actually pull it up this way. I had lost the agenda as well. OK. So. Sorry just pulling up the agenda item. OK. So really, item number three. You guys just want to handle it. You just guys just want to discuss this with the all the property owners and try to figure out a path forward. [inaudible] OK. So item number one. Does anybody have any concerns with okaying staff to go out and get the preliminary engineering work done to understand this stuff?

**Darlene Kirk:** I think it's smart.

**Kevin Daly:** Knowledge is power. The more information we have to work with and make a good decision.

**Bridge Littleton:** Ok. So I'm just going to assume, you know, real quickly, no objection, the staff go do that.

**Danny Davis:** Council Member Bernard is waving his hand.

**Bridge Littleton:** All right. Go ahead Chris, sorry.

**Chris Bernard:** Yeah. Real quick. So what does this preliminary stuff you guys want to do? What's the cost on that?

**Will Moore:** We've sought an estimate. We don't have one in hand right now, ball parking on anticipating somewhere between \$4000 and \$8000.

**Chris Bernard:** Ok, so I guess my question is. So they're asking to for us to bring them into town and do the hook up and all that stuff. So let's say we find out, you know, that typically or whatever it doesn't matter what happened. So we would find out some more information. We do that. Then we get down the road and then we turn around, say, OK, well, we would like you got favorable the attorney fees and all the plats and all [inaudible] all the sewer hookups and everything. And then they just go, no, never mind. It's too much. We don't want to do it. And then we're out 4 to 8 thousand for doing this preliminary study.

**Darlene Kirk:** Well, we've worked that out before we agree to very much so. They're gonna pay us back. It's what we did with Salamander. That we would pay initially and we would bill them and they would pay us back and [inaudible]

**Bridge Littleton:** Let me recommend this Chris. I understand your point. We're not going to understand what the costs are unless this initial work gets done. [multiple speakers]. Well, you know. Well, let me finish. So so we have to do this first. 4 to 8 thousand dollars for the work to understand what the follow up costs could potentially be to add in sewer and water and all of that kind of stuff. So maybe the process here is we'll do an engineering work and after that's all done. And we understand what the cost is to do the sewer hookups and all that stuff is. If the property owners then say, well, look, that's let's say it's not a million dollars. Right. And the property owners say, you know what? That far more than we can afford, you know, we we don't want to move forward with it. Maybe they would then reimburse the town for that. The cost of that analysis upfront and maybe if they move forward and then we're fine to cover it. What do folks think of that?

**Bud Jacobs:** Well, perhaps we could agree to share those costs. I'd like to add more [inaudible] fact that we have a pretty strong interest in eliminating these septic systems in fields. So we do get a benefit if this moves forward. Maybe there's a way, if it doesn't move forward, if it's too expensive. Maybe there's a way we can figure out some sort of cost sharing arrangement with the owners for the preliminary engineering costs and so on.

**Cindy Pearson:** Maybe we could just agree up front to share the cost.

**Bud Jacobs:** Yeah, that'll be fine, too.

**Bridge Littleton:** So, Treavor, what are your guys thoughts on that?

**Treavor Lord:** Well, I really I have to be careful that I am really not in a position where I can speak on behalf of the property owners. I mean, the school owns three of the six properties. And I'm happy to work with the town staff and the town council to liaison with the with the other owners. But beyond that, I don't want to want to take a position. [inaudible]

**Peter Leonard-Morgan:** So I've been thinking about this and some of the questions I had have been answered. Thank you. And questions about the cost of actually installing are quite a lot. But I think it will look like a public private partnership here. You know the with the advantage to the town of Middleburg if the owners decide to go ahead and do it. It's not just, you know, we take away the septic field because we have long term, I believe that, you know, [inaudible] real estate tax and sewer charge. So there's a long term gain here if we could do something. We're not talking about [inaudible]. We're talking about people like us. You know, regular people who are going to come up with some money, even if we go 50 50. [inaudible]

**Darlene Kirk:** That's a preliminary. Danny, talk about how much of it be otherwise. The other fee, [inaudible] of the homeowners. And last week when you were talking to me about talking about maybe it back in 10 years or something.

**Danny Davis:** So that relates back to the actual infrastructure itself. Did we know at this point, clearly don't know what those costs would be to connect them to our sewer system. But should we not be able to receive grants or fully funded through grants. One opportunity or one way that the local governments have assisted property owners in other areas is by setting up a special district, essentially either a special tax district or service district whereby the town could facilitate the financing or the payment of the project and then is paid back over a period of time by those property owners. And again, I don't want to speak to too many details because I need to look to Mr. Crim or to more experienced people in that area. But knowing that that's been done in other locations where they needed to do large scale improvements of infrastructure and they were paid back over a period of time as a essentially a special service taxing district. So that is one potential option. And again, that's something that, you know, the property owners would have to agree to upfront. And again, that's for the large really the large scale cost.

**Darlene Kirk:** I think that's the kind of number that we need. And we need to know every cost from, you know, from the very beginning all way. And again, I don't mind underwriting something like four thousand for studies by our people to get more information. But I think we really need to know exactly what the cost [inaudible]

**Danny Davis:** And that's the goal of that initial study is. Number one, feasibility and number two, shall we say, ballpark costs. And then, you know, we would have to like any of our other projects, we have to go through a formal design phase and then construction bids to understand the true cost. But generally in an initial review, we would get some sort of broad range, but the ballpark costs about what that type of project would entail if it's even feasible.

**Darlene Kirk:** Ok.

**Cindy Pearson:** And also, don't forget, the whole school is tax exempt. So they do not pay real estate taxes to the town.

**Bridge Littleton:** Ok.

**Philip Miller:** So can I chime in?

**Bridge Littleton:** Who's that?

**Philip Miller:** It's Philip. Are we worried at all that we'd be setting a precedent, that we'd be splitting costs if there was a future BLA that would be expecting on our behalf, with any other developers or any other land owners?

**Bridge Littleton:** Hold on. Hold on. Whoa, whoa. Before everybody starts chiming in. Yep, yep, yep, yep, yep. Let's hear from Danny and Martin if this actually does create a legal precedent where we would be put into a corner in future BLAs.

**Danny Davis:** I'm going to defer to Martin.

**Bridge Littleton:** Martin, please give us your your learned opinion.

**Martin Crim:** Thank you, Mayor. [inaudible]

**Bridge Littleton:** Martin, you can't be on the phone and on the computer at the same time, you have to use one or the other.

**Darlene Kirk:** I see he's got the mute button on.

**Martin Crim:** Can you hear me?

**Bridge Littleton:** We can hear you now.

**Martin Crim:** OK. So you have a setting as somewhat of a precedent. You would be setting it for any similar situation. You know what. I'm going to hang up and try the computer. All right. Is that better. Is that better. [multiple speakers] All right. Every piece of property is unique and the circumstances are gonna be different for any future development. You can address this in a couple of different ways. One is by making a careful record of the reasons why you would be bringing in this property. Another would be for the comprehensive plan to be updated to show areas adjacent to the town that you want to bring in. The county has joint land management areas that they have agreed to in other towns in the county that allow them to address where they expect growth to be. And a lot of that is driven by the utility. So I would just suggest that we take the time to look at our comprehensive plan and see what, if anything, it says about that and do some joint planning with the county so that we are clear that we don't want to be bringing in anybody. And it may be that the distinction that we draw here is that this is an existing housing with failing septic systems, and that in order to preserve public health, safety and welfare, we are willing to make an extension of town boundaries that goes along with the section of town utilities. As I understand it, the practice of the town has always been not to extend utilities outside the town boundaries. That is something that we can definitely back up and and keep as a constant.

**Bridge Littleton:** Ok. Ok. Let me. Let's do this real quick. Darlene, I think you made a good point, right? We're not going to get the visibility or clarity on what the overall total cost is to get to an answer of what this looks like without doing this initial 4 to 8 thousand dollars' worth of engineering work. So I think this would be my opinion and then we'll go around the room and you know, get everybody's final input on this. All these other item two and item three hinge on this first one. So, Danny, I think it might make sense for you guys to meet with the property owners and, you know, figure out what the art of the possible is on this initial engineering cost stuff. And then once you have that and and you guys have you know, if there's if there's a way that works in there, you know, whatever you guys come up with, you know, bring it back to council. And I'm sure if you're on board with that and the property owners are all on board with it, we can we can press ahead. But let's go around the room. Peter, what do you what are your thoughts?

**Peter Leonard-Morgan:** I mean, there's more homework to do. I agree with Philip about the precedent. [inaudible] I remember one time earlier in my tenure, we were approached by another party to do the same thing. And we said no. Yeah. I think there's few things you need to look at.

**Bridge Littleton:** Chris.

**Chris Bernard:** So you know while I'm happy to have everyone join up in the town. I think we just need to be careful before we spend any money to really understand what we're looking at, because I'm concerned that we're going to find out it's a ton of money and then both parties are going to look back and go. This really isn't worth it. It's not going to get done. And we're gonna have wasted the money upfront. So let's just let's move forward carefully before we spend money on this.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Hi. Yes, I am. I'm concerned about precedence. [Inaudible] when we initially brought in Salamander to be very careful about setting a precedent that might cost us down the road. So we tried very hard. But I know we've also had [inaudible] I know I've also had several others that have tried that wanted us to bring them in to be on our water or sewer. And it got to be careful that we don't have the citizens end up paying for somebody else to come on the system. And that was a concern before too. I think we've got to know more about the money. We have to know what we can really make an informed decision on this. I just don't know what else to say other than that.

**Bridge Littleton:** Okay, so let me let me just. I want to make sure our baseline is for everybody, because council needs clear direction. I don't think we're giving it to them yet.

**Darlene Kirk:** We are council.

**Bridge Littleton:** Yeah. No, no. Excuse me. Staff needs clear direction. The question is about getting this engineering work done. It's four to eight thousand dollars. All these questions cannot be answered until that work is done.

**Darlene Kirk:** Correct.

**Bridge Littleton:** So is everybody comfortable with the path being that Danny and the team sits down with with Treavor and the other property owners and figure out a workable compromise on this 4 to 8 thousand dollars cost to get the engineering work done. That's the threshold question right now. We're not committing ourselves to anything else other than getting that work done so we can get the total picture. [inaudible] Ok. Chris, is that that work for you.

**Chris Bernard:** If everyone else thinks it's fine.

**Philip Miller:** I'd say as long as Martin believes that we aren't digging ourselves into a hole and making sure that we are doing this the right way and documenting it properly, as we said.

**Bridge Littleton:** Bud.

**Bud Jacobs:** The scenario that you outlined Bridge and the comments that the others have made are all fine with me.

**Bridge Littleton:** Kevin.

**Kevin Daly:** The question I have are we telling Danny and Martin to go forward and say we're willing to go forward with this preliminary engineering analysis providing that you, the owners, are willing to pay for that analysis? Is that what we're passing on to Danny.

**Bridge Littleton:** I think we're passing that on to Danny with one caveat, that the Danny sits down with the property owners and understand how the cost will be handled. It might be some kind of a cost sharing arrangement. It might be it all goes on them. But, you know, understanding from a town resource perspective, from a time perspective, you know what seems fair. I mean, as Brad mentioned earlier, we have a governmental interest in wanting to see these septic systems closed. So this is not just a one side get something out of this.

**Kevin Daly:** I fully understand that. But the question still comes the the direction that we, the council are giving to Danny. Danny, we want them to pay for it all. Or Danny, we are willing to share the costs. That's the question.  
[multiple speakers]

**Danny Davis:** I think that maybe more of it, which is I think it's it's we need to have a conversation with the property owners, because I think as well, it's helpful for us to be able sit down, talk with them about what the process even is. You know, what this even entails of coming into the town limits as it relates to, you know, a change in how their zoning is administered. What responsibilities do we now absorb over their properties or what regulatory authority do we have. That there are many things that the county still has regulatory authority over, whether it's building permits or things like that. So I believe part of this conversation with them is a process to help them understand. But also having this early conversation to say before we can even really answer the questions, it involves some time and investment of resources. And, you know, are they are they willing would they be willing to share that with us or commit to that along with us and have that conversation with them.

**Bridge Littleton:** And I think to add into that one other thing that is very important is because I mean, Danny, I appreciate, you know, from your when your answer when I asked how the county has handle this before, you know, it was kind of a non-answer, right? It was sort of a well, everything is kind of different. Well, I mean, I was kind of unfairly putting you on the spot. I would like it would be good if if you know and it doesn't to be a lot of searching. Right. Maybe a couple phone calls. Had there been in any of the other towns or even in the county at large, some kind of a similar situation like this where, you know, a couple of houses were brought in for these types of reasons. And how did they handle it? You know, this is new for us. So we're trying to figure it out. And we want to get it right. It would be to be helpful to know what other stuff.

**Danny Davis:** Yeah. And I think we can definitely work with Martin on that aspect of it. From the both, you know, what's occurred in our county and the examples that also is as indicated, you know, setting the right record so that we're not establishing unnecessary precedent in any other manner. So we can we can work through that.

**Bridge Littleton:** Yes. So any other input?

**Cindy Pearson:** Yeah. Two things I do remember when Salamander was doing that. How we handled the town. It paid for the bills and then we rebilled Salamander on what was spent. But the other thing is, I think we should go back to just tabling this once again and letting Danny do the research. And we'll do the research and Treavor do his research on the other property owners. I think we're too much at a, I don't think we can right now say, yes, we'll share expenses or Treavor can't that's for sure because he doesn't know what the other property owners will say so. I think we just need to table this once again until more information is brought back to us. That's all.



**Bridge Littleton:** So Cindy is your recommendation that Danny and the staff not get what Treavor and the other property owners to figure out what the path will be?

**Cindy Pearson:** No, no, no. I think they all need to speak. But I don't think we make a commitment for the money right now [multiple speakers]

**Bridge Littleton:** Yeah. No, I. OK. We're saying the same thing then. Yeah. What we're saying is I think what everybody is sort of coalescing around is they need to get together and try to figure it out. No commitments will be made and they'll bring it back to Council.  
Ok. Yeah. OK. Perfect.

**Darlene Kirk:** You can't see us can you?

**Bridge Littleton:** No, but my computer just rebooted up. [multiple speakers] I'm going to log back into this real quickly. I mean my entire computer just froze. Chris, you don't have any questions. No, I'm good. Good luck, Danny.

**Danny Davis:** Thanks. That's why I have a Deputy Town Manager.

**Kevin Daly:** Good luck Will.

**Darlene Kirk:** Just so you know, the other thing that we also did with Salamander before we billed them for our staff time. So they did pay for that as well.

**Bud Jacobs:** Danny just ran screaming from the room. [inaudible]

**Danny Davis:** I heard you, Vice Mayor.

**Kevin Daly:** So it's good to plug in the computer before the battery goes out.

**Darlene Kirk:** Is Bridge back, no.

**Rhonda North:** He's rejoining us.

**Bud Jacobs:** There he is.

**Darlene Kirk:** No camera. [inaudible]

**Bridge Littleton:** I heard that, Kevin. [laughter]

**Darlene Kirk:** But you didn't see it?

**Bridge Littleton:** Oh, yeah, I did.

**Darlene Kirk:** You can see us? [multiple speakers]

**Bridge Littleton:** All right. So, Danny, do you guys have the direction you need?

**Danny Davis:** I will say I believe I do, but I'm going to ask Will to make sure that he feels the same.

**Will Moore:** Yes, I do believe we have the direction that we need and we'll be happy to report back to you at the next meeting with some, I think, additional information that might help to ease your mind with this issue regarding setting precedent. Maybe expand on what what Martin Gates? Because we can we could certainly craft this

particular issue that we're looking at with these particular properties, clearly differ from Salamander or from a vacant developable like on the west side of town and things like that. But I think we have enough to go on for now. Thank you.

**Bridge Littleton:** Ok. Thanks, Will. Thanks, Danny. Treavor, was there any other input you had or wanted to share? And is this next step good for you guys?

**Treavor Lord:** Yeah, that sounds good. Thank you, Bridge. I just want everyone on town council to know I was here primarily just to listen to understand the issues and the thinking of council. So I feel like the last 30 minutes has really been helpful with that. And I'm glad as a resident of a town to know that people don't play fast and crazy with town funds. You know, I certainly want to answer any of the questions folks have if there is anything I can answer about this. Otherwise, I'll look forward to getting together with Danny and Will, and I'll be happy to do what I can to liaise on with the other property owners. When is the next town council meeting?

**Bridge Littleton:** Two weeks.

**Treavor Lord:** And, you know, although I'm reluctant to pay hourly fees for people as valuable as Danny and Will you know, if they were to come to Hill School, say once we're in phase two, I would be happy to provide lunch.

**Danny Davis:** It has to be under 9 dollars and 99 cents.

**Treavor Lord:** No problem, we'll hold the chips.

**Bridge Littleton:** Yeah. Treavor, thank you very much. Really appreciate it.

**Treavor Lord:** You're welcome. My pleasure. Thank you, guys. Thank you.

**Bud Jacobs:** Thank you, stay safe.

**Treavor Lord:** All right. Is that my cue.

**Bridge Littleton:** Yeah. Yeah. You're more than welcome to stay, if you like.

**Darlene Kirk:** [inaudible] hour and a half now. [multiple speakers]

**Treavor Lord:** I got an order at Old Ox I got to go pick up. [laughter]

**Cindy Pearson:** Drop it off here.

**Treavor Lord:** Bye bye. Thank you, guys.

**Bridge Littleton:** The next item is the cancellation of the August work session.

**Darlene Kirk:** I think this just cancels August.

**Bridge Littleton:** Ok. [multiple speakers] Not not jumping all over that one. So how do we want to handle this? Do we want to. Well, first question is just given the COVID stuff. Do we want to cancel it? And if we do, is it the first meeting of the second meeting?

**Darlene Kirk:** In the past we generally canceled the second meeting. And if we do need to get together we can set up a meeting.

**Bridge Littleton:** Ok. The last two years, we've actually canceled the first meeting.

**Darlene Kirk:** I know since you've been on board. I mean previously I meant. [inaudible]

**Cindy Pearson:** I will not be here the first meeting.

**Bridge Littleton:** OK.

**Chris Bernard:** I'd like to weigh in. My birthday is the second meeting, so I'm not going to be there.

**Darlene Kirk:** Good for you.

**Bridge Littleton:** Well let's just go around with preference.

**Bridge Littleton:** Peter, cancel the first or cancel the second.

**Peter Leonard-Morgan:** Honestly, it doesn't matter to me right now.

**Bridge Littleton:** OK. Got Chris, Darlene? Cancel the first or what's your preference?

**Darlene Kirk:** I would keep the first one on because that's generally our special town meeting and the other is the work session. And if I need a work session can we can set something up not on Chris's birthday, of course.

**Bridge Littleton:** All right, Philip?

**Philip Miller:** It makes no difference to me. If we needed to move the official meeting, it can always be the second one too. I mean, it's not a big deal. It makes no difference.

**Bridge Littleton:** Kevin.

**Kevin Daly:** No preference.

**Bridge Littleton:** Cindy? Oh Cindy you already said you're going to be gone the first one. Bud?

**Bud Jacobs:** No preference.

**Bridge Littleton:** Danny, is there anything on the calendar or anything on the horizon that makes a difference?

**Danny Davis:** Well, Mr. Mayor, at this point, this far out, I am not aware of anything specifically, you know, we really probably wouldn't know until mid-July, really. But again, we get to that point and decide that at the time that we would have had a meeting. We need to reschedule a special or call a special meeting. We can do that pretty quickly.

**Bridge Littleton:** So to condense that answer, there's nothing right now, you see a problem with.

**Danny Davis:** Just want to make sure you knew that I had been very thoughtful about my answer.

**Chris Bernard:** Oh, yeah. Really thoughtful. Why don't we schedule the first one. And then if we need to have a second one, we have time to do it. OK.

**Bridge Littleton:** Works for me and works for me. Danny you got enough direction for that one?

**Danny Davis:** Town Clerk, we are good to go.

**Bridge Littleton:** All right. Okay. The restaurant voucher program update in three minutes or less.

**Danny Davis:** It was very successful, very much appreciated by all of the restaurant owners since publication of the report I think we received another twelve hundred or so that have been turned in. So very much well used by the residents and appreciated all around. And even those who didn't use them said, we just think what the town has done has been absolutely fantastic. So I am excited by the fact that our restaurants are they hit feels like normal when you go down the street, right. Seeing people at the restaurants. I did hear specifically from at least one who said that they would have likely permanently closed their location here in the town without the town's support and others who obviously we know would have temporarily closed had we not been able to support them over the past couple of months. So I think in general probably one of the most creative and brilliant plans that the council could have put together to support our community. So very, very much appreciative of the council in that.

**Bridge Littleton:** Awesome. Anybody have any questions or input for Danny? I'll go around real quick, Peter. Oh, you know, I'd like to have an update on the other program and then we'll go round for questions.

**Danny Davis:** Ok, perfect. So the retail program as indicated to date. We have reimbursed twenty thousand dollars, just over twenty thousand dollars in that program and we expect to see more. I've heard from some business owners who have maxed out the reimbursement, both months of support, which is fantastic. It means they're doing good business. I've heard, again, nothing but extremely positive feedback from the retailers who've been part of this program. And just appreciate, again, the town's investment in the businesses here to help them during these difficult times. So we are extremely glad to be able support the retailers in this way. And I think it's been overall, again, a very positive success and frankly, for customers has been very helpful, too, because this offer discounts where people can make their purchases and be able to see those benefits in their own pocketbook. So, again, very positive. I don't have any additional funding amounts between last week and today. But Jamie continues to work directly with those businesses and sends them into Julie and to me when he gives the reimbursement requests in so.

**Bridge Littleton:** Anybody have any questions for Danny either of the programs? Peter, anything from you?

**Peter Leonard-Morgan:** Just to say with the program. I wondered whether [inaudible] situations, one of the restaurants that wasn't open a lot.

**Danny Davis:** Yeah, still working with them on that.

**Peter Leonard-Morgan:** [inaudible] I want to thank all the town staff. You know, it's a lot of work you've done. It's a really great voucher. [inaudible] Thank you.

**Bridge Littleton:** Chris.

**Chris Bernard:** Not too much. I thank you guys for pivoting and putting all that together. I think it went really well and it was a really good look for Middleburg in general. So thanks.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** I love it. I think it's a great program. I think it's probably the best thing that the town has ever done since I was on council. And I think that's really smart, innovative and helped people. It helped our restaurants stay open. But I just really proud of the program. We're really proud of our staff for coming up with the idea of putting this together. It's just I just really was I was very proud of you guys. And I guess on the last day, they had, most of the restaurants had a big run would you said Danny?

**Danny Davis:** Yes. On the last day a lot a lot of vouchers turned in. And I think some places I heard from one where they ran out of product and voluntarily offered to their customers that they would honor the vouchers for another week because their type of setup is one where they can't just, you know, pop another sandwich out. It's a fresh product. So they were extremely happy about that. And, you know, we'll say again, we've said this before, it allowed

many residents to experience restaurants that they would not have otherwise gone to and maybe not have gone or been sure about spending their own dollars on it. And so it's actually, I think, opened a lot of people's eyes to what is out there here in their own community. It is great food, great quality and not terribly expensive. So they can go enjoy it on their own in a future time.

**Darlene Kirk:** I think a lot. I mean, at least I had several people talk to me about the fact that, you know, you always hear Middleburg is so expensive. Well, the vouchers gave you a lot of food. I mean, I think it opened up the citizen's eyes and said hey, there is know good quality food at a decent price in town.

**Bridge Littleton:** Philip.

**Philip Miller:** I mean, I think it was an excellent program, very innovative, and I think it was well executed. Thank you all for all the hard work you've done. And, you know, I think the correspondence we've received as a thank you from Windy Hill really drove the impact of the program home. And I think we shall be very proud of it.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Thank you, Danny and town crew, for making us look good. Well done. Well executed.

**Bridge Littleton:** Cindy

**Cindy Pearson:** I echo the last two. Thank you all for making us look good and yes, that little Thank you note was great from the Windy Hill person. So thank you guys.

**Bridge Littleton:** And Bud.

**Bud Jacobs:** Nothing more to add. Thank you, staff. I was quite touched by the Windy Hill. Thank you. And on a more, what's the word. cynical note, I suppose I have to say we did the town's external image a huge amount of good, good work with this program. That wasn't our intent I know, but certainly it was one of the benefits.

**Bridge Littleton:** Yeah, no, I so I, you know, echo everything everybody said, and I really want to thank Danny and the town staff and, you know, Rhonda and Shannon and Estee and just and Jamie and everybody for really working hard. I mean, it's easy to send a voucher. It's hard to run a program. Well, it's not even easy to send a voucher. But I mean, the mailing list alone you know, it was a challenge. But now you guys, you know, really worked hard. You stuck with it. And, you know, you you really you really did a great job. You know, not only for the town as an organization, but also for the residents and the businesses. And I'm very proud of of everything that was done. So, you know, the restaurant side and continuing on on the retail side. So thanks a lot.

**Bud Jacobs:** Kudos to Martin as well.

**Martin Crim:** Thank you.

**Bridge Littleton:** I forgot Martin was there.

**Martin Crim:** I'm still here.

**Bridge Littleton:** Okay. Next item is review. So now we're getting the opportunity to do the the I guess the adoption probably the best way of saying it, of our statement against racial inequality. So I think everybody received a copy of it before the meeting started. Peter? We did. I did notice your input, which is, you know, very value add. The one thing I want to note, though, is that section that you're referred to is actually in the already released statement from NVRC that we're referencing. So, I mean, I think it was a totally, you know, appropriate add, but that was already out so and so it was the. Yeah, no problem. So the goal here really is just to and maybe what we'll do is read the first section and not the second section, which is a referenced from the prior release from NVRC and the other mayors

and chairs of Northern Virginia. And I think, Rhonda, what we'll do then is, you know, as a as a statement from the town, what we want to go around and have a have a vote call on it. And then, you know, you guys take it forward and release it as a I guess either a resolution or a proclamation or whatever the the appropriate appropriate means is for that. So before I read it does anybody have any. We know. Let me do this. Let me read it first and then we'll go around and collect last minute, you know, last inputs from anybody. And then we can we can have a vote on it. So, OK. On Thursday, June 4th, 2020, the mayors and chairs of Northern Virginia issued a joint statement condemning the horrific, horrific killing of George Floyd and decades of injustice. As a signatory to the declaration, the Middleburg Town Council endorses this fully and expresses our complete support for all African-Americans, whether residents, business owners, visitors or citizens. The town of Middleburg has a proud history on the forefront of striving for equality from the establishment of Asbury Churches were the first all African-American churches in Loudoun County during the Civil War to leading as the first town in the Commonwealth of Virginia to desegregate in 1961, to honoring the two brave individuals, Reverend William Swan and Mr. James Smith, who took those heroic steps in publicly defying segregation practices. Their courageous actions had a cascading effect by which the town council and local business owners ended segregation practices in a single weekend. The beauty of our community comes from the diversity that can be found in all of our residents, businesses and patrons. As a town council, we stand with our African-American neighbors and we'll fight against all inequality wherever it may rise. We vow to work together with our entire community and strive to be the best that we can be. So we'll just go for any last comments. Peter?

**Peter Leonard-Morgan:** I have no other comment other than I think that's a wonderful statement. Thank you,

**Bridge Littleton:** Chris.

**Chris Bernard:** I think it's great. The message is spot on. I do this one. It's very semantic. I just want to be really careful because you hear very conflicting views on this. I want to make sure we're using the right terminology for the community and I'll really know what that is. But I've heard nine different people say nine different things about it so let's just make sure that that's right. Whether I'm African-American or whatever.

**Bridge Littleton:** Ok. Darlene.

**Darlene Kirk:** I'm fine with that.

**Bridge Littleton:** Philip.

**Philip Miller:** I think it's a very important message and I actually echo what Chris said. We got to get that right.

**Bridge Littleton:** Kevin.

**Kevin Daly:** I wholeheartedly concur. The strength of America is our diverse.

**Bridge Littleton:** Cindy. T

**Cindy Pearson:** It's great. Thank you.

**Bridge Littleton:** And Bud.

**Bud Jacobs:** I enthusiastically support.

**Bridge Littleton:** Ok, so let's do this. So then you guys will just check that one new element of verbiage that Chris mentioned. But, you know, and so that's just a noun update. So but everything else stays as it stands or, you know, it goes forward, as it's stated here. Rhonda, do you want to do a quick roll call for a vote on this?

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Chris Bernard:** We may have lost Bridge again.

**Kevin Daly:** At least this eyes are open this time.

[inaudible]

**Darlene Kirk:** Do we need to go into close session Danny?

**Danny Davis:** We do not. We are going to postpone that at this point. I would note that we're continuing to work with Mr. Crim on that. And I believe the mayor was going to indicate to council the potential of perhaps calling another.

**Bridge Littleton:** Yep.

**Danny Davis:** Oh, you're back.

**Bridge Littleton:** Yeah, my computer crashed again. So, yeah. So real quickly, we're going to. No need to have the closed session tonight. We're going to have some follow up tomorrow with the other parties. And, you know, should be able to bring everything back to council for a review on the stuff we talked about last week. Hopefully next week. So might need it might need to have a real quick special session. And Rhonda will reach out to everybody tomorrow to find available times on maybe Wednesday or Thursday. But Martin has done a great job in line with everything we talked about last week in the path we want to go. I feel very confident, very comfortable that we've got the right path forward on how to do this. So we should be able to button it all up next week and come out of closed session. You know what? With everything we need to handle. So we will, you know, just approach it next week with everybody when we when we get that done. Ok, so any other input from anybody on council? Any other information items? I'll go around the room quickly, Peter.

**Peter Leonard-Morgan:** No, thank you Mr. Mayor.

**Bridge Littleton:** Chris.

**Chris Bernard:** No excited about phase 2 glad to see people out and about the town.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Nothing further.

**Bridge Littleton:** Philip.

**Philip Miller:** Nothing to say.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Glad to be here. Proud to serve.

**Bridge Littleton:** The pay is extra. Cindy.

**Cindy Pearson:** I have nothing. Thank you.

**Bridge Littleton:** And Bud.

**Bud Jacobs:** As we move in to phase two, are we going to be in a position to have in person council meetings again?

**Bridge Littleton:** Danny, what have we talked about on that? Was it we were waiting for phase three.

**Danny Davis:** So part yeah, part of our challenge here in this room is still a spacing issue as much as it is the number of people issue. So the one aspect of it that is relaxed is the gathering of, you know, no more than 10. So we would not be breaching that since it's up to 50 now. But with the continued encouragement and the desire to maintain six feet of distancing, we can make it happen. But it becomes a little challenging. I do think that we can be more flexible at this point if we have a few members who would prefer to come in, then we can accommodate that, accommodate that through our technology and our spacing here. We don't really know what phase three is going to look like. I think that's part of the challenge, too. I think we're always going to be encouraging appropriate distancing. But phase three might be the point where it's more comfortable to gather and a little bit closer quarters. So ultimately, I would say it is up to the council and up to you individually, what is what you are both comfortable with and also want to do as a body.

**Bridge Littleton:** So, hey, Bud let's do this. Let's go virtual the next meeting. But also, you know, Danny, let's have that as a discussion item to see if after that second June meeting, you know, irrespective of being phase two or phase three, if there's a way that we can actually make it work or if at the end of the day, your guy's recommendation is it's just your tight. Let's just wait for phase three. Phase three is supposed to be in, you know, three weeks or so from now, know likely we'd only have one more meeting anyway. But you know, you never know. So let's just be prepared to understand that next meeting.

**Bud Jacobs:** Well, if if we have the option, those of us who are limited to telephone contact, if we have the option to come in as we have done this meeting that works fine.

**Bridge Littleton:** Oh, perfect.



**Bud Jacobs:** Yeah. I don't think we need to rush back.

**Bridge Littleton:** Ok. No. We could never do that. Yeah, that'll work. OK. So last item is for one more public comment session. So we will we will open the public comment session of the council meeting. If anybody from the public is on the line right now and would wish to address the council, they may do so. And Rhonda, do you have any indication anybody else has called in? No, sir. OK. Well, we will now close the public comment session and meeting adjourned. Thank you very much, everybody.