



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Minutes
Thursday, July 11, 2019



PENDING APPROVAL

PRESENT: Mayor Trowbridge M. Littleton
Vice Mayor Darlene Kirk
Councilmember Chris W. Bernard
Councilmember Kevin Hazard
Councilmember Peter Leonard-Morgan
Councilmember Philip Miller
Councilmember Cindy C. Pearson

STAFF: Danny Davis, Town Administrator
William M. Moore, Deputy Town Administrator
Rhonda S. North, MMC, Town Clerk
Jamie Gaucher, Business & Economic Development Director
A.J. Panebianco, Chief of Police
Tina M. Staples, Interim Town Treasurer

ABSENT: Councilmember J. Kevin Daly

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting, beginning at 6:00 p.m. on Thursday, July 11, 2019 in the Town Hall Council Chambers, located at 10 W. Marshall Street. Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag.

Public Comment

Ron Embrey, American Legion Post 295, advised Council that the Legion would like to partner with the Police Department to recognize Sgt. Henry Milton Seaton, the first officer to have lost his life in Loudoun County, by installing a memorial plaque recognizing his sacrifice for the community. He noted that he would work with the Police Department on this project.

Special Recognitions

Resolution of Appreciation – Tina Staples

Mayor Littleton read the resolution aloud and presented a signed copy to Ms. Staples. He expressed sorrow that she was leaving the Town.

Councilmember Miller moved, seconded by Vice Mayor Kirk, that Council adopt a resolution extending its appreciation to Tina M. Staples for her service as Officer Manager and Interim Town Treasurer from September 25, 2017 through July 24, 2019.

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

No – N/A

Abstain: N/A

Absent: Councilmember Daly

(Mayor Littleton only votes in the case of a tie.)

Staff Reports

Stuart Will, of IES, reported that he was still awaiting a response from WesTech with regard to a scope of work and the cost for repairs to Well 4.

In response to an inquiry from the Council, Mr. Will advised that he was now able to download a thirty day use history, on an hourly basis, for customers who had a new water meter. He noted that this history could then be shared with the customer to help detect whether they had a leak in their system. Mr. Will advised that, in most cases, high water bills were the result of a leaking toilet.

Town Administrator Davis noted that older water meters tended to slow down or get sediment in them, which caused low water flows. He advised that IES recently replaced a meter when a customer experienced low flows, which resolved the situation.

Town Clerk North reported that the staff issued a press release earlier in the week formally announcing the launch of the new website. She noted that people were already using the Report a Concern function, as well as signing up for notifications electronically. Ms. North advised that while there have been some issues, they have been minor ones that the staff was able to quickly address.

Town Clerk North reported that a representative from Scanning America was scheduled to come to Middleburg next week to view the Town's records and prepare a firm cost so a contract could be developed with regard to the records digitization project. She further reported that the Town Attorney was reviewing the contract with MCCI.

Business & Economic Development Director Gaucher reported that he and Councilmember Bernard met with Visit Loudoun to discuss their social media and website data and how it could be presented to the Town. He advised that Visit Loudoun would provide some templates next week for their review. Mr. Gaucher expressed hope to bring those to the Council at their next meeting.

Business & Economic Development Director Gaucher reported that the Cultural & Community Events Committee would meet on July 16th to discuss (1) in coordination with the Middleburg Business & Professional Association, approaching retailers about changing their hours during the Open Late concerts and, if successful, other events; and, (2) Middleburg Oktoberfest. He advised that a draft budget had been prepared for the Oktoberfest. Mr. Gaucher reminded Council that this event was being developed in cooperation with the Old Ox Brewery.

Business & Economic Development Director Gaucher announced that the brewery scheduled their Grand Opening for 12:00 noon on July 26th and noted that it would consist of a ribbon cutting and tapping of the first keg.

Business & Economic Development Director Gaucher reported that he, the Town Administrator and Town Attorney were continuing to work on the Request for Proposals for the Asbury Church.

Vice Mayor Kirk reported that Business & Economic Development Director Gaucher suggested the Committee look at expanding the existing events, as opposed to starting new ones, and opined that this was a great idea.

The Council held some discussion regarding approaching retailers to change their hours during the Open Late concerts. It was noted that many of them prepare their work schedules a month in advance; therefore, it may be difficult to get them to commit to the July event. They suggested the staff also focus on the August concert. The Council directed the staff to contact all of the businesses by the close of business on July 15th and to prepare a spreadsheet of their responses. They inquired as to the plans to advertise which businesses would be open late.

Business & Economic Development Director Gaucher acknowledged that this had been tried unsuccessfully in the past. He advised that this time, the Town was asking the businesses to notify their customers of their expanded hours and would post which businesses were open on the Town's social media. Mr. Gaucher noted that the National Sporting Library & Museum would also include the businesses in their Open Late advertisements. He advised that he was also asking the restaurants to include this in their social media posts.

DeeDee Hubbard volunteered to place an advertisement in the Middleburg Eccentric identifying those businesses that were staying open late.

Business & Economic Development Director Gaucher reported that the Cultural & Community Events Committee was also discussing what the Town and businesses could do with regard to the Middleburg Film Festival. He noted the need for a stronger connection between the visitors, events and businesses.

Vice Mayor Kirk and Business & Economic Development Director Gaucher advised Council that the Town of Lovettsville was excited that Middleburg was holding an Oktoberfest the weekend before theirs. They further advised that Lovettsville intended to participate in Middleburg's event and would use it as a springboard for their own.

Mayor Littleton noted that during the recent Coalition of Loudoun Towns (COLT) meeting, the towns discussed the development of a centralized events calendar. He advised that ultimately, they agreed to have the appropriate representatives from each town meet twice a year to review and discuss their events, as well as how they could support each other. Mr. Littleton advised Mr. Gaucher that he volunteered him to coordinate the meetings.

Business & Economic Development Director Gaucher suggested the Town of Leesburg also be invited to participate.

The Council noted the reference to the transitioning of responsibilities for Christmas in Middleburg that was included in the Business & Economic Development Director's monthly report. They asked that he arrange to have Jim Herbert attend the next Council meeting to report on the status of the transition.

Special Recognitions (continued)

Resolution of Commendation – Middleburg Deli's 25th Anniversary

Mayor Littleton read the resolution aloud and presented a signed copy to Maria Fuentes, the owner of the Middleburg Deli. He congratulated her on achieving this milestone.

Councilmember Bernard moved, seconded by Vice Mayor Kirk, that Council adopt a Resolution of Commendation recognizing the Middleburg Deli on their 25th Anniversary.

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

No – N/A

Abstain: N/A

Absent: Councilmember Daly

(Mayor Littleton only votes in the case of a tie.)

Ms. Fuentes thanked the Council for the resolution and the community for their support. She noted that many of their customers have been the same ones for the last twenty-five years. Ms. Fuentes expressed hope that they would be open for many years to come.

Staff Reports (continued)

Interim Town Treasurer Staples reported that the utility bills were sent out earlier in the day and noted that they included information on the new payment portal system. She advised that she added a revenue line item to her monthly report to identify the amount of interest the Town was earning from its investments and noted that it was a good amount of money. Ms. Staples reported that while she had not yet finished closing out the fiscal year, it appeared the General Fund would close FY '19 with approximately a \$1 million surplus.

Chief Panebianco thanked the American Legion for their offer to install a plaque in Middleburg recognizing Sgt. Henry Milton Seaton. He noted that he would involve Town Administrator Davis in the project.

Chief Panebianco noted the passing of the Director of the Police Academy and advised that this was a huge loss. He reported that their Board of Directors, of which he was a member, was meeting to identify the next steps in hiring a replacement.

Chief Panebianco reminded Council that National Night Out would be held on August 6th. He reported that Councilmember Bernard volunteered to represent the Council in the dunk tank.

Councilmember Miller acknowledged that Officer Jason Davis recently read to children at the Middleburg Library. He opined that this was an awesome example of community policing.

Consent Agenda

(a) Approval of Minutes – June 27, 2019

Councilmember Miller moved, seconded by Councilmember Bernard, that Council approve the consent agenda as proposed.

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

No – N/A

Abstain: N/A

Absent: Councilmember Daly

(Mayor Littleton only votes in the case of a tie.)

Discussion Items

Mosquito Control Options (continued)

Town Administrator Davis advised Council that he had a follow-up conversation with the mosquito control company on possible next steps. He reported that the staff included information on mosquito control in the water bills, placed it on the website and was working on a press release in order to educate the public. Mr. Davis suggested the Town purchase one hundred packets, containing twelve each, of larvicide tablets that would prevent the breeding of mosquitoes and advised that they would have to be distributed in packets as the instructions for using them were on the back. He reported that the cost to spray for mosquitoes was \$1,200 per application and recommended this be done only if they got really bad. Mr. Davis reported that while he did not believe there was standing water on any of the Town's properties, the Facilities & Maintenance Supervisor would check on them to make sure. He opined that the bat houses at the wastewater treatment plant did a good job of controlling the mosquitoes at that location.

The Council held some discussion on the options, including whether the larvicide tablets would help if only a few property owners used them. It was noted that the impact would not be known until the Town actually distributed them. The Council agreed to purchase one hundred packets for distribution to those property owners who wished to use them. They suggested the staff use the normal outlets for notifying the public of their availability; however, they advised that the message needed to be that the mosquitoes were a nuisance, as opposed to being a major problem. The Council suggested the staff consider low cost options for distributing the larvicide tablets.

Vice Mayor Kirk moved, seconded by Councilmember Miller, that Council authorize staff to purchase larvicide tablets from Clarke, under an existing state contract, for distribution to residents and businesses in town in an amount not to exceed \$600, for distribution to residents and businesses in the town.

Councilmember Pearson amended the motion to strike the reference to \$600 and to insert that the staff should purchase 100 packets.

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

No – N/A

Abstain: N/A

Absent: Councilmember Daly

(Mayor Littleton only votes in the case of a tie.) (as amended)

INFORMATION ITEMS

Strategic Initiatives Report – Good Governance

Town Clerk North reported that with the exception of the citizens' academy, the items that were listed under Good Governance had been completed. She advised that she and Councilmembers Daly and Pearson were recommending the Town begin with a day-long academy, which would be held during the week. Ms. North further advised that would begin in the Town Office with presentations by the Mayor, Council and administrative staff, followed by a tour of the Police Department and presentation by the Chief. She noted that they were suggesting the participants then be taken to a local restaurant for lunch, with a tour of the water and wastewater treatment plants to occur in the afternoon. They suggested the session conclude with a graduation ceremony that would consist of awarding a diploma and a t-shirt that contained the Town logo and read "Citizen's Academy Graduate", which could also serve as a marketing tool for future sessions. Ms. North reiterated that the suggestion was to start with a session during the week and explained that the idea was to target retirees first since they represent the larger portion of Middleburg's population. She advised that once the bugs were worked out of the academy, it could be expanded to target the Boy Scouts, possibly as a badge project, and the students in the local schools. Ms. North noted that with the departure of the Town Treasurer, the staff would be short-handed for a while; therefore, it was suggested that the academy not occur until after the first of the year. She advised that if this was acceptable to the Council, she would set up a tickler file to look at this again in January to finalize the details and to return to the Council with a budget and a schedule.

The Council agreed it was. They suggested the staff also consider doing a video that could be posted on the website as an alternative for individuals who did not wish to participate in a day-long process.

Software to Monitor Projects/Initiatives

In response to an inquiry from Mayor Littleton, Town Administrator Davis reported that the Click-Up system he had proposed to use as a tool to keep the Council informed on the status of Council's strategic initiatives was not "fully there". He advised that if he could not correct it, he would discard the use of the software.

Loudoun County Blue Ridge Supervisor Debate

Mayor Littleton reported that an effort was underway to have the candidates for the Board of Supervisors debate in the district in which they were seeking a seat. He questioned whether there were any objections to having a debate for the Blue Ridge District seat in Middleburg. No objections were raised.

Plaque on former Health Center Property

DeeDee Hubbard advised Council that there was a plaque recognizing an individual on a tree stump on the former Health Center property. She noted that it was not visible to the public until the bushes that blocked its view were removed. Ms. Hubbard suggested the plaque be relocated. Council asked that the staff follow-up on this request with the new owners of the property.

Closed Session – Award of Public Contract; Performance of Town Employees & Resignation of Town Employee

Councilmember Miller moved, seconded by Vice Mayor Kirk, that Council go into closed session as allowed under the Virginia Freedom of Information Act Sections 2.2-3711(A)(29) and (1) for the discussion of the award of a public contract involving the expenditure of funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body and for the discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees and employees of the public body. Councilmember Miller further moved, seconded by Vice Mayor Kirk, that these matters be limited to (1) the award of a contract for branding; (2) the performance of members of the Town staff; and (3) the resignation and recruitment of a Town employee. Councilmember Miller further moved, seconded by Vice Mayor Kirk, that in addition to the Council, the following individuals be present during the closed session: Danny Davis for all of the items and Jamie Gaucher for the first item. Councilmember Miller further moved, seconded by Vice Mayor Kirk, that the Council thereafter reconvene in open session for action as appropriate.

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

No – N/A

Abstain: N/A

Absent: Councilmember Daly

(Mayor Littleton only votes in the case of a tie.)

Mayor Littleton asked that Council certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting, which each member so did. He reminded those present for the closed session that any discussion that occurred within it should be treated as confidential.

Council Approval – Contract for Branding

Councilmember Miller moved, seconded by Vice Mayor Kirk, that Council authorize the Town Administrator to enter into a contract with Red Thinking for the branding project, in accordance with their submitted proposal.

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

No – N/A

Abstain: N/A

Absent: Councilmember Daly

(Mayor Littleton only votes in the case of a tie.)

There being no further business, Mayor Littleton declared the meeting adjourned at 7:57 p.m.

APPROVED:

Trowbridge M. Littleton, MAYOR

ATTEST:

Rhonda S. North, MMC, Town Clerk

July 11, 2019 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)

Bridge Littleton: All right we will call the the 1st July meeting to order. First item is pledge of allegiance.

Everyone: [Pledge of Allegiance]

Bridge Littleton: Ok next item is the roll call.

Chris Bernard: Chris Bernard.

Kevin Hazard: Kevin Hazard.

Philip Miller: Philip Miller.

Darlene Kirk: Darlene Kirk.

Bridge Littleton: Bridge Littleton.

Peter Leonard Morgan: Peter Leonard Morgan.

Cindy Pearson: Cindy Pearson.

Rhonda North: Rhonda North Town Clerk.

Danny Davis: Danny Davis Town Administrator.

Bridge Littleton: Okay next item is public comment. Would any member of the public like to address Town Council? Mr. Embry.

Mr. Embry: First off thank you for allowing me to have a few minutes here. I'm representing a Middleburg American Legion post 295 and we talked last night about being able to work in conjunction with the Middleburg Police Department. We spoke to these guys and we feel we'd like to be a partner with them to recognize Henry Milton Seton and for his sacrifice he made for this community and put his town. And I know we've [inaudible] a couple of years read about in the paper and was [inaudible] heavy on my heart ever since and we'd would like to put some kind of memorial plaque or something down the road 50 now someone would stop and read it and they could read this plaque and say well yes brave man gave his life twenty eight years old and not only that but when they read it they'll say the members of this community still you know they're not gonna let this guy just die without being remembered so we want to make it [inaudible] we're willing to work with the police department whatever we can do any way at all. And we're here to support you.

Bridge Littleton: Well that is wonderful. Thank you very much. Any other member of the community wish to address council? OK we will close the public hearing. Close our public comment session and we will go to special recognition. So the first one's not here yet. So we'll do the second one. We'll do the second one first. Where is Tina? What's that? Yeah right. [laughing] And you know just happen to be it's raining outside now. So real quickly. All right. So Tina I'm going to read a resolution of appreciation for you and your years of service to the town. We hate to see you go. I express my dissatisfaction with Mayor Dave Simpson last night when I saw him. [laughing] I told him

he was a horrible human being and we would long remember him poaching our staff. [laughing] But nonetheless. OK. So let me read this quickly and then we'll do a little presentation up front. OK. Resolution of appreciation. Tina M. Staples service as office manager and interim town treasurer whereas Tina M. Staples was hired as the accounting and administrative assistant for the town of Middleburg effective September 25th 2017. And whereas Miss Staples quickly assumed additional duties and responsibilities and informally became known as the office manager/deputy town treasurer and whereas Miss Staples continued to expand her value to the town by taking the necessary classes to become a certified Treasurer through the Treasurer's Association of Virginia and whereas Miss Staples served as interim town treasurer from August through October 2018 while the former town treasurer was on maternity leave and whereas Miss Staples was again appointed as the interim town treasurer on May 30th 2019 with a department departure of the former town treasurer a role that she continued to hold until her departure from the town in whereas during those periods Mrs. Staples did a wonderful job handling the Treasurer's duties flawlessly and without issue and whereas Mrs. Staples has demonstrated extraordinary professional and personal dedication to the town of Middleburg. And whereas the town council deems it appropriate to express its gratitude to Mrs. Staples for her exceptional service to the town for the past two years now. Now therefore be it resolved that the mayor and members of the town council hereby recognize and express our sincere appreciation to Tina M. staples for her exemplary service to the town of Middleburg from September 25th 2017 through July 24th 2019 as the office manager and interim town treasurer and express our profound thanks to her and hope for her continued success in life. [applause] So. [inaudible] Tina you want to come up? [off mic] [laughing] Ok. The next action item or next item is a resolution for [off mic]

Rhonda North: So we need to do the motion to formally adopt.

Bridge Littleton: Sorry. Would someone like to make a motion? [laughing] Anyone? Anyone out there at all?

Philip Miller: I move the Council adopt a resolution extending its appreciation to Tina M. Staples for her service as office manager and interim town treasurer from September 25th 2017 through July 24th 2019.

Bridge Littleton: Any discussion? I wonder if it'll pass. [laughing] All those in favor say aye.

Everyone: Aye.

Bridge Littleton: Opposed abstentions. Okay. Tina thank you very much. Best of luck. You know thank God he's out because he would've voted against it. [laughing] Okay. So [inaudible] No I'll do it when they get here. We will go now to I believe it's supposed to say July 2019 staff reports. [inaudible]

Rhonda North: No they were for the month of June. That's right. They were for last month.

Bridge Littleton: [inaudible] because they're being presented the month of July.

Bridge Littleton: All right Stuart. Still no [inaudible].

Stuart Will: We had an e-mail out to West Tech regarding getting a proposal from them for the scope of work and the cost and thus far no response. That's about a week old information there and hopefully he will get back with me and we'll get things moving.

Bridge Littleton: All right. Anything else?

Stuart Will: Any further questions?

Bridge Littleton: Anybody have questions for Stuart?

Cindy Pearson: [inaudible] water distribution [inaudible].

Stuart Will: Oh yeah. A lot of people you've dealt with. You know they come in there's no way I could use this possibly use this much water well we go out and the new water meters that we're putting in the ground store a data point every hour for the previous 30 days. We hook our laptop up to it we downloaded. We e-mail it to Tina or whomever here and then we can show them exactly what and when they're using water. They have a leak. It stands out like a sore thumb cause the flow rate just never goes to zero. Typical flow rate you'll see a spike during the day a spike in the evening and then overnight it typically always goes back to zero. If you don't see that going back to zero you know you've got a leak and it's working out really well.

Cindy Pearson: So you replace the meter or whatever if it has a leak or fix it?

Stuart Will: Yeah it's the house. Typically 99 percent of the times when we see that it's a toilet in the house. They're problematic. [inaudible] Yeah.

Danny Davis: And on the flip side about meters we see in the older meters then slowing down. We see them catching sediment. Rick Bechtold approached us about an issue with pressure at their house. Stuart's been away and he had a well-deserved vacation I hope. But we had Barry go out there and check it sure enough it wasn't flowing through the meter and so got that replaced right away and made another happy customer there. So we see that as well sometimes needing to continue to replace and address those older meters.

Cindy Pearson: Thank you.

Stuart Will: Yes ma'am.

Bridge Littleton: Any other questions for Stuart? All right Stuart thank you very much.

Stuart Will: Have a good evening.

Bridge Littleton: All righty. Next up is Rhonda.

Rhonda North: Mr. Mayor I am very happy to report that we have now formally launched the town's new Web site. Press release out. It's out rolling. Folks are using it. They're using the report a concern function. They're starting to sign up for the newsletters and other items via the notify me section. So it appears to be working well.

Bridge Littleton: Very cool. Any other highlights you'd like to go over?

Rhonda North: Just starting to work now on the digitization project. I'll be meeting next week with Scanning America representatives so we can get a better price estimate for them and the town attorney's reviewing the contract with MCCI. So we're moving forward on that new project.

Bridge Littleton: Awesome. Anybody any questions for Rhonda?

Chris Bernard: Feedback on the site. Anything stick out? Negative positive? Heard some people made comments. I'm just curious.

Rhonda North: Nothing bad. I mean we've gotten a few suggestions which we've been able to implement but. Well we had one little functionality glitch with the grant application that was submitted just it was going to the wrong email address and we were able to quickly resolve that but yeah definitely an easy one to fix. But no major concerns reported.

Bridge Littleton: Anyone have anything else for Rhonda? Well you got off light this time. [laughing] OK. Next up is Jamie.

Jamie Gaucher: Thank you Mr. Mayor. As a resident of the lovely town of Hamilton Virginia I want to say I'm very excited that Mrs. Staples is joining the parents staff providing services to the community where I live.

Bridge Littleton: Do you live in the borders?

Jamie Gaucher: I do.

Bridge Littleton: Oh you are a townie.

Jamie Gaucher: I am a resident. [inaudible] Thank you. Yes. About three houses down from Mayor Simpson [inaudible] And in a completely odd circumstance my next door neighbor had the job that Mrs. Staples is going to be taking in Hamilton so peculiar.

Bridge Littleton: And you know Mayors Simpson's connection to Middleburg.

Jamie Gaucher: Yes he used to be the chief of police here as I understand.

Bridge Littleton: The second best one we ever had. [laughing]

Jamie Gaucher: In addition to my usual report there are a couple of things that I wanted to highlight for the council first and foremost. Councilmember Bernard and I had a conference call and meeting with Visit Loudoun earlier today to talk through the data that they collect both from a social media perspective but also from their Web site and how much of that data and how that data would be presented potentially to the town. Visit Loudoun agreed to draft some templates of quarterly reports that they would provide to us and we expect to get that information next week such that we might be able to bring it to council at the next council meeting. So that was a step forward with regard to our upcoming cultural and community events committee. We've got two items three items on the agenda two are highlighted here the first one is approaching the local business community especially the retail community about changing their hours of operation and see if they could stay open late to take advantage of the fact that the national sporting Library Museum has a concert on the last Friday of July. That is scheduled to go from 6 to 8 p.m. So Punkin Lee the president of the NBPA and I are going to discuss with the committee and anyone else approaching the local retail community to see if they would be willing to stay open or change their hours just on that Friday if that is successful if that works there are a long list of additional events that I think we could do an open late announcement marketing a series of events that would bring people to town. So I'm excited about that and we'll also be talking about Octoberfest. We have a draft budget around the expenses that we expect to incur and we're going to put that in front of our cultural and community events committee and that budget was developed in partnership with Old Ox who is taking a leadership role in organizing and planning that event. And as an aside please check your calendars. I just found out that Old Ox is planning a grand opening for the 27th of July. That's a Saturday 12 noon. Everyone is welcome. Hopefully you can be there Mr. Mayor.

Cindy Pearson: What time is he going to do the ribbon cutting do you know?

Jamie Gaucher: 12 noon. Ribbon cutting and tapping of the first keg as I understand. I just found out. [laughing] And then lastly the town administrator and I and the town attorney are still collaboratively working on the Asbury Church RFP. I want to bring that to your attention. We anticipate that we should have something that we can in effect put on the street very quickly but that's still ongoing. So outside of that I'd be happy to answer any questions that you have at this time.

Bridge Littleton: Any questions for Jamie?

Darlene Kirk: [off mic]

Jamie Gaucher: I think that's a signature event for this campaign. I think there are others obviously Christmas in Middleburg jumps out.

Darlene Kirk: [off mic].

Bridge Littleton: Any other. Yeah Cindy.

Cindy Pearson: Do you have a date for the next committee meeting for the cultural and community events?

Jamie Gaucher: It'll be next Tuesday the 16th at 6 p.m. Here. Yes. I think that's what we're going to do.

Danny Davis: The wellhead protection committee will either meet off site or on a separate day.

Jamie Gaucher: That meeting packet and meeting invitation went out this afternoon.

Bridge Littleton: Any other questions for Jamie? Chris.

Chris Bernard: So just for some clarification on the Open Lake concert series. Have you guys you and Punkin have you already reached out to businesses about that about staying up late?

Jamie Gaucher: Only a handful of them so far. Not all of them. But we'll consider it. We haven't got any confirmations and we haven't gotten any definitive no thank you. We're unable to do that.

Chris Bernard: I'm concerned as it's two weeks [inaudible] probably 3 of the bigger businesses in town we schedule them a month ahead all of our staff. So I would jump on that.

Jamie Gaucher: Yes. Thank you.

Bridge Littleton: So I think Chris has got a good point. So let's have. I mean let's shoot you know let's pick a date right now that all the mainstream businesses are spoken to about this. [inaudible] OK. Closes business Monday. And have like a spreadsheet we can track them. Those who say yes and those who say no.

Jamie Gaucher: Yes I have a spreadsheet already and for me.

Bridge Littleton: [inaudible] Exactly. Because you got to be able to tell hey these guys are open these people aren't.

Jamie Gaucher: And the list includes South Madison Street as well.

Bridge Littleton: Oh yeah. Exactly. So the other question then would be what is your plan for advertising this right if businesses are going to stay open. We want to advertise the fact that they're making this effort you know so. [inaudible] well and it won't work if people don't know about it. [inaudible] We'll do it again.

Jamie Gaucher: And so I understand that there had been attempts to do this in the past that have been unsuccessful. I'm going to be asking each of the businesses to also advertise they're going to be open late. The national sporting library museum has already agreed to include an e-mail and statement on their Web site that the accompanying downtown businesses will be open late. It'll be on the town's social media accounts as well. And I'm going to all the restaurants over and above the retail operations to ask them to include it in their social media post too.

Deedee Hubbard: [inaudible] The eccentric comes out on the 25th. So it might be a great vehicle.

Bridge Littleton: [inaudible] No it's a great idea. No. Absolutely. Comes out the day before.

Chris Bernard: When is the next concert in the series?

Jamie Gaucher: 26th. No the last Friday in August.

Chris Bernard: I would maybe we start thinking about that one as well. Make it a thing rather than just the one timer. Get them to commit to next month.

Jamie Gaucher: And this is actually part of an effort that the cultural & community events committee is discussing pretty regularly almost on a monthly basis. We actually spent the better part of a half hour 40 minutes discussing specific things that the town could do and the business community could do in connection with the Middleburg Film Festival in October. So I have a list of maybe a dozen maybe 15 specific items. And again this is about drawing a stronger connection between the visitors and the events that bring visitors here and the local business community.

Chris Bernard: [off mic]

Jamie Gaucher: Thank you.

Bridge Littleton: You know I think Chris has a good idea. Right. This is almost like the soft opening you've got time to really make the August one you know formalized but I think I'm going to be holding all of us accountable. And you too actually driving this as a something that we will see a marked result from. Anyone else has any questions for?

Darlene Kirk: I just was going to make a [off mic]. One of the nice things I guess. Thank you. We have reached out to Lovettsville. And they are excited that we're having an Octoberfest the weekend before. And we're going to. We've invited them to have brochures here so we can hand them out to people so that we can.

Jamie Gaucher: They are planning to participate and use our event as a springboard. I think it's great. It's fantastic. [inaudible]

Bridge Littleton: That's great. Phil did you have something? [inaudible] Ok so one last note for you you volunteered last night. Oh so congratulations. I know you're very excited. We had a COLT meeting and everybody was there except for [inaudible] and one of the things we were talking about was do we want to have a centralized events calendar. And everybody basically thought at the day thought it was not the right way to do it because then it's multiple places you're having to maintain where you have all your events right. But what we did agree to all do was twice a year to facilitate a meeting between whoever at each town is responsible for events. It could be anybody right. So from here it's you and everybody talk about their top five events throughout the year. Understand when they're going to be on the calendar and then figure out how each of us can help the other ones support that event. So as an example we got the film festival. Love it. Nobody else has anything that weekend they would all be willing to put posters up and tell businesses about it and stuff like that and vice versa like you guys have actually this was great kind of organically started. Right. So we're going to have our October Fest we're going to promote theirs. But we want to formalize this. And you know other than Purcellville we're really the only town that has an economic development fulltime person. And I said you know we would be happy to schedule those twice a year. It could be it's a two hour meeting or phone call and you know just make sure that gets around and all these events connect.

Jamie Gaucher: Leesburg has a there's a peer of mine in Leesburg as well. [inaudible]

Bridge Littleton: Yeah exactly. So thank you congratulations. [laughing] OK. Anybody else have anything for. Yeah.

Chris Bernard: So on your spreadsheet the little note about Christmas in Middleburg and how they're transitioning to different management since we're halfway there do we have any update on how that's going? Is that smooth or are we going to get to October 9 be like.

Jamie Gaucher: No I don't have an update on specifically how that transition is going. I've had on and off conversations with Jim about his willingness to take a step back and at the same time participate in the transition

very actively such that it goes as smoothly as possible. But I will get an update for you specifically about the process and where they are.

Bridge Littleton: Actually let's have that as an item on the next council meeting. An actual discussion about if Jim needs to come in great if it's the board. Great. Chris is exactly right. This is six months away. We'll be there like this. And you know whether it's you know Christmas in Middleburg is a 501 C3 or not. We own it as well. So if they need help we need to help.

Jamie Gaucher: Noted.

Bridge Littleton: Ok. Cool. Thank you. All right. I'm going to take a break real quick and go back to the resolutions and then we'll come back to the rest of the reports. So. Come back up here. Maria. So please come on up. We have a resolution of recognition for your anniversary. Don't worry we're not going to make you speak. [laughing] So what I want to do is read the resolution and then we'll vote on it and we'll present it to you. All right. So resolution of commendation Middleburg Deli's 25th Anniversary. Whereas in 1994 Richard Dank opened Dank's Deli on Liberty Street. And whereas a couple of years later Play ball Inc. owned by Maria Fuentes purchased an assumed operation of Dank's deli. And whereas in 2012 the business name was changed to Middleburg Deli. And whereas the Middleburg deli exemplifies the charm and friendliness associated with our historic village and has a long history of providing delicious subs soups and sandwiches to the greater Middleburg community. And whereas the Middleburg Deli is celebrating its 25th year in business. And whereas Miss Fuentes has contributed greatly to the town of Middleburg through the excellent customer service and economic development benefits that the Middleburg deli provides. Now therefore it be resolved that the mayor and members of the town council of the town of Middleburg applaud Miss Fuentes and the dedicated employees of the Middleburg deli for their faithful support of the community as well as their longstanding service to our citizens. Be it further resolved that we congratulate the Middleburg Deli on reaching this 25th anniversary milestone and express our hope for many more years to come. [applause] So now we're going to actually adopt the resolution. So would anybody like to make a motion? Chris.

Chris Bernard: I move the Council adopt a resolution of commendation recognizing the Middleburg Deli on their 25th anniversary.

Cindy Pearson: Second.

Bridge Littleton: Any discussion? Only to say congratulations.

Maria Fuentes: Thank you very much.

Bridge Littleton: All those in favor say aye.

Everyone: Aye.

Bridge Littleton: All oppose abstentions. The motion carries. All right. [off mic] [laughing] [applause]

Maria Fuentes: Thank you so much everyone. I appreciate this town because thank you [inaudible] to my husband I so much enjoy to know the people [inaudible] the customer. They come for 25 years. Same customer same faces every day. So we love that. So we hope we share many more years. [applause]

Bridge Littleton: Okay. Going back to staff reports. Next one is Tina. All right. Let's get ready. [laughing]

Tina Staples: Thank you. I do want to highlight that the utility bills just went out this morning and we put an insert in there about the new payment portal system. Through payment is that you can get to through the Web site. It's got the ability to set up your account to set up auto payments the E-check fee is waived so people can pay with an E-check for free. So we're trying to encourage as many of the residents to use this system as possible so we included the flyer about it and hopefully everyone will take advantage of it. I also in your report I added a new revenue line

for the VIP investment fund that's just showing you the interest it's going to look a little bit like a big jump from obviously 18 to 19 because we moved a considerable amount of money over into the investment fund during FY19 but once 20 starts you'll be able to see the interest the comparable between the months and years it'll make a lot more sense. We wanted to be able to show that line to you as well as you can see it growing every month because it's making a good amount of interest every month. I'm finalizing the numbers for FY19 and the general fund is going to finish really strong. The revenues are coming in over the expenses around a million dollars so you should have about a million dollar surplus for the year which is great. Do you have any questions?

Bridge Littleton: Any questions for Tina? [laughing]

Rhonda North: It was my first question this morning.

Tina Staples: That's true that was what she said to me this morning.

Bridge Littleton: All right Tina thank you very much.

Tina Staples: Thank you.

Bridge Littleton: AJ. Hang on one sec.

AJ Panebianco: They said they wanted the beginning to go a little longer. They asked me to give a speech. [laughing] And it was him that did it actually.

Bridge Littleton: And you've just concluded.

AJ Panebianco: So just a couple of things really the highlight first thank the American Legion. They approached me the other day and said they were interested about this. I wasn't sure they were coming to this meeting but they showed up. They want to honor Sergeant Henry Melton Seton who was the first law enforcement officer killed in Loudoun County and he was our town sergeant at the time so happy that they're doing that. And he's got a lot of ideas and we told him it just will come up with a plan and maybe work with Danny and see what looks like it might work best and when it might be a good time to do so. But we do appreciate that they've got him in their memory and wanting to keep his memory alive. And then the other thing is our academy director Day Vice passed away unexpectedly this month. He was a very good and longstanding public servant starting with Fairfax County Police Department. Left there retired from there became the director of the Rappahannock Criminal Justice Academy in Fredericksburg and then we hired him about three years ago and he was making great strides for getting us where we'd like to be. And it's a huge loss. We had a meeting yesterday that at the academy and it was about a three and a half four hour meeting which is a little longer than we normally do. Just trying to figure out what our next steps are. But I just wanted to mention that because I was on there and I wanted to call out his name so. Yes.

Darlene Kirk: [inaudible] State Department does that too and they have a big plaque if you want I can get like a picture or something of it. They have it for the employees that have been killed it's not that many of them. They also have it for the security as well.

AJ Panebianco: Yeah there are a lot of options and I know what he's wanting to do and a couple of ideas that he's presented and because it's their idea and want to kind of take their idea and then see what that turns into and how it fits into Middleburg's charm. Because again it has to fit into to where we are as a community as well. But we're just happy that they want to remember who he is.

Darlene Kirk: And we'll have places for additional if there are any?

AJ Panebianco: I think what he's trying to push out is really just a memorabilia plaque of some form whether it's on a building. You know something that tells a story of how that happened. We pray we don't have another and if we do we'll have to address at the time but you know I just think it's a great idea that he's wanting to do that and a couple of

years ago in 2015 we did recognize him to his family who are still alive and they contacted us and said you know hey what do you know about Henry Melton Seton we're still around and we'd like to come talk to you we said well shoot when you come talk to us we'll give you an award and we gave him an award a National Night Out and is a pretty good event for them and they were moved that they are the descendants of that he is not forgotten and one of them is a firefighter so it was really special to him too so.

Darlene Kirk: [off mic].

AJ Panebianco: Yeah. And there's a lot of options we'll float out there and you know I told them let's not rush this let's make it something that'll work and I really want to involve Danny and you know the rest of council. Mr. Daly as well he's a member of the [inaudible] so I'm sure he had something to do with this. Ah there you go.

Darlene Kirk: National Night out you didn't mention it.

AJ Panebianco: Oh it is coming up but we got two meetings next month. I was going to throw it but on my next go throw it out but yeah National Night Out. We have a volunteer and a second volunteer for the.

Peter Leonard Morgan: I did it last year [multiple speakers].

AJ Panebianco: Yeah. So we definitely have a volunteer for the dunk tank. He's gonna be there promptly at 6:00 p.m. to be dunked for about 20 minutes so if you want to dunk him. The only thing you gotta do is learn how to talk trash because you got to talk trash [laughing] [multiple speakers] Yeah. And are you a football fan at all? [inaudible] Who do you like? Okay so you're not a football fan. [laughing] So that's how you talk trash right. But no we're looking forward to it it's always fun when we have council members participate. The lines do get long often with council members to dunk you. We're going see if Danny has an arm. We may even talk Danny into getting in there. Just throwing it out there in public that we're going to ask him and he's going to have to say no. [laughing] So but it's always a fun night. We only put him in there for about 20 minutes because it is a lot of work and getting in and out and the kids just have a ball so do the council members. But we're looking forward to it. August the 6th at 6 p.m. So be there. Bring your kids if you got them bring your grandkids if you got them. If not just come on out we will sugar you or them up and send you home.

Bridge Littleton: Thanks A.J..

AJ Panebianco: Thank you.

Philip Miller: One thing I did want to say that program where Jason read to the kids [inaudible] Awesome. That's exactly what community is about. I remember doing that as a kid and it gives you [inaudible] [laughing]. But you know that's the kind of thing that really makes kids comfortable as well as National Night Out.

AJ Panebianco: So I appreciate you looking at that. Yeah. We're going to have it in July so actually be out next month something. But thank you for bringing it up Jason for those of you that didn't see it on Facebook. Went to the library read to the children then showed them around in the vehicles and had a really good time. So he has much fun as they did which is the goal. Thank you Phil.

Bridge Littleton: Ok. Consent agenda. I'm assuming no one has anything to take off of it because it's got one item. So is there a motion to approve the consent agenda?

Philip Miller: I move we adopt the consent agenda as proposed.

Kevin Hazard: Second.

Bridge Littleton: Any discussion? All those in favor say aye.

Everyone: Aye.

Bridge Littleton: Oppose abstentions. Motion carries. All right. Discussion items mosquito control options.

Danny Davis: Thank you Mr. Mayor. [laughing] After our first meeting in June we followed up with the company that we had spoken with to get a little bit more information about next steps. And we did include in both the water bills that went out yesterday as well as on the Web site some additional information about what steps residents can take to help eliminate breeding grounds on their properties. And we will also work on a news release for that as well. In terms of the tablets so we talked about you can place in flower pods bird baths things like that. Our suggestion if you'd like to go that route is that we would purchase about 100 packs of those they do need to be given out in a full pack there are 12 tablets per pack and so see how the demand is for that. And if folks need additional ones we would suggest one per household or business location and if they need additional ones they could purchase them online from the millwork from other places or additionally if the town wants to buy more and make a more proactive effort we can do that as well. And then the third option discussed was spraying and what it would take to do that. And as indicated here it'd be about twelve hundred dollars per application. And generally you spray when they get really bad and then you see how you know the [inaudible] side in the public education takes effect as well. So our recommendation is maybe put that offer a little bit and see how things go over a period of time but it's kind of at the Council's discretion right now.

Bridge Littleton: Any questions or thoughts? Philip?

Philip Miller: What are the taxes going to cost if somebody buys them retail?

Danny Davis: I don't recall looking specifically. It's still relatively inexpensive. I think it's let's say 10 dollars. Will do you remember looking at the packs?

Peter Leonard Morgan: 51 cents a tablet here.

Will Moore: [inaudible] That's our contract price. It's considerably more it's about fifteen dollars for a [inaudible] so more than a dollar [off mic]

Darlene Kirk: It may be too some houses don't need a twelve pack and maybe can give back. For you to pass along to others. Because I don't have a whole lot of stuff out that need.

Danny Davis: You know one of the challenges is the instructions are we can hand out instructions with it but the way that packs work the instructions are written on the back of the full packet not individual tablets. So it's you know it helps. We wouldn't want to to hand them out that way but if neighbors maybe took a pack and shared them between townhouses or in the neighborhood definitely could do that and we can continue to share the how to use appropriately.

Chris Bernard: So how long does it take to get a hundred of them?

Danny Davis: I don't think it would take long at all.

Chris Bernard: So if we go through 100 we get 100 more. If they're that cheap right?

Danny Davis: It's just a question about the town's involvement in this process do we see it as a town issue that we want to get involved in. Do we want to encourage people instead just to handle it on their own. That's part of the question right now is what do we feel like our role is. And where does that level end or begin.

Philip Miller: And for town properties and whatnot what are we going to do? Are we going to be treating areas?

Danny Davis: We're happy to as we see necessary. Part of the issue here is that mosquitoes don't generally fly very far beyond their breeding grounds. So you know we can work with Tim and our landscape contractor to make sure that we're taking care of our properties which I think we already are for the most part. We can use these as needed. The wastewater treatment plant. I don't think has you know the proximity or the challenges over there. We also have the bat houses that are doing their job as well as they can.

Bridge Littleton: So my question is is this one of those things where unless you get like 80 or 90 percent of people participating it's not really going to make a difference?

Danny Davis: It is. Is that rhetorical or is that for me?

Bridge Littleton: I don't know you. You just said a second ago that mosquitoes don't go far from their own home. So if I treat my house I should be fine. But is that actually the case? I don't.

Danny Davis: Yeah. I mean there is there definitely is crossover where you know if there's a breeding ground and then in the backyard next year or a couple doors down you still can feel the effects of that and so the challenge is spreading that word well and each member of the community trying to encourage their own neighbors in their own way. [inaudible] But it is that issue of it takes a whole effort together and I don't know if we know what the overall impact will be unless we give it a shot. And even measuring that it's gonna be difficult. It's really I won't say it's just perception but there's no particular science to this.

Bridge Littleton: I mean you can measure and have someone pick it up.

Danny Davis: [inaudible] indicating the effect of reduction in the number of mosquitoes you know isn't tied to anything more than just simply passing tablets out.

Bridge Littleton: Yeah. No I mean I guess my thing is if somebody is going to actively come into the town office and pick up tablets it's because they actually want to do it right they're not going to pick him up then go home and just let him sit. I mean some will but. So if we're going to do this to actually try to have a result how do we. I don't think this is about the tablets. This is about awareness and education. So what's that plan? I mean if we just simply are going to put an additional flyer water bill and now that we're going to online bill pay those will start to go away. What? [multiple speakers] Are you signing up? No I mean I'm fine with that but I mean what is our education plan. Because it's you know it's not the cost. But if this was ten thousand dollars to buy the tablets I don't want to go buy a bunch tablets if we don't have a plan that people are actually going to use them to actually have an impact. And I don't want you guys spending all your time for something that 1 percent of our residents use that will have no impact. So I think we have to have that other piece to it too. Not just the tablets.

Darlene Kirk: Could we actually do like a mailer with them?

Danny Davis: Yeah. There are many options in front of us. They could be mail impact every household with encouragement instructions and public education. It could be. Getting a group together whether it's the HOA's whether it's another community group and door to door or I mean there are the basic pieces of news releases Facebook using the outlets that we have and sharing it far and wide. There's then the how effective is that in getting everybody on the same page. We would be happy to come back with a plan if you want us to try to fill out something. Clearly there are challenges in terms of time and capability of staff to handle all this but we can come back with something if you'd like more detail beyond just simply the traditional methods we have of trying to spread the word.

Philip Miller: Just put it out on Facebook everybody will see it. [laughing]

Danny Davis: Keep a couple in your pocket when you're walking around town just hand them out. [off mic] [laughing]

Bridge Littleton: Give mosquito [inaudible] parking ticket.

Rhonda North: Have them for National Night Out.

Danny Davis: Only for parents.

Deedee Hubbard: [inaudible] I said I promise I won't take one.

Bridge Littleton: So I don't know what everybody's feeling. How do we want to handle this? Or do we just want let staff run with it?

Chris Bernard: I mean I think that the current outlets. I think if it's on Facebook and if we are putting something in the mailers with the bills. And just cover all those normal outlets and maybe have something you know in the front that says like hey did you know like we're offering assistance with mosquitoes. And then we get 100 of the packets and we track and see how long it takes for them to go.

Bridge Littleton: OK.

Darlene Kirk: You know what. Sometimes we used to put up notices at the post office too and at the Safeway. So that might be a good idea to say you know see the town office for.

Peter Leonard Morgan: So if we're doing all this social media and advertising we have to delicately make sure it's going to town residents. That's the idea.

Philip Miller: And businesses and BPA make an announcement. I'm sure [inaudible].

Danny Davis: [inaudible] Making sure the message too is not that there is an over problem here. We don't want it to be don't come to Middleburg it's we're addressing this issue. It's a nuisance we're dealing with it.

Bridge Littleton: The only thing I would add is. I don't know if you guys do this or not. But if you want to boost your post you know how you can actually target only people who live in specific zip codes or even streets. That kind of narrows it down to residents. If you want to. Anyway. Any other input for Danny on the mosquito's? OK. Thanks. [inaudible] I don't think so.

Danny Davis: I'd prefer it if you were just to give direction for us to go purchase these.

Bridge Littleton: How much are they?

Danny Davis: It's over five hundred dollars. But it's fine.

Darlene Kirk: I move that the Town Council authorized staff to purchase larvicide tablets from Clark under an existing state contract not to exceed 600 dollars for distribution to residents and businesses in town.

Philip Miller: Second.

Bridge Littleton: Amend it. Strike the 600 dollars [multiple speakers]. Okay. I think [multiple speakers]. Is there a amendment?

Cindy Pearson: Amended to strike the six hundred dollars to make it just to buy that.

Bridge Littleton: That batch. Okay.

Darlene Kirk: One hundred.

Bridge Littleton: Any discussion? All those in favor say aye.

Everyone: Aye.

Bridge Littleton: Oppose abstentions. Motion carries. Thank you. All right. Next is strategic initiative review good governance. So Kevin Daly please lead off. [laughing] From Texas.

Cindy Pearson: I am going to actually pass this to Rhonda since she's been having discussions with both of us on this [inaudible].

Rhonda North: So we've already done most of the items that that were on your list for good governance. The one item that remains is the development of a citizen's academy. And as Cindy indicated she and Kevin and I have been talking about this and what the thought is just to start it out is to try to do a day long session where we'd have folks come here to the town office in the morning do you know some discussions by the mayor and council about your role town administration about each of our roles and then we'll try to get a van or some type of bus take the folks to the police department where AJ can give them a tour of the police department. Show them all of his little fun toys that he has over there. Police cars you know fingerprint them if they want to do that type of thing. And then take them somewhere a restaurant and do a small luncheon. And then from there go to the water treatment plant first. Do a tour finish up with sewage treatment plant ultimately bring them back here and do a little graduation ceremony. And you know a cake type of thing. So we're talking about a little bit of money for the van for lunch. And Kevin did suggest it would be nice if they had a little memento to take with them and the thought was maybe a shirt with the town seal and citizen academy graduate underneath that they could wear out in public and then hopefully someone would ask them about it and you know could then be a promotion for future events. So the idea was to start out the first one or two as say during the week during the day. Since the majority of the population are retired folks hit those first and then kind of tweak it and you know get the bugs out of it and then maybe expand. See if the Boy Scouts would want to do it as maybe a merit badge badge project. You know we could do a Saturday session or we could do a session during the summer. You know during the week take it into the schools. They're probably not going to want to give up a whole day. But you know maybe we could tweak it over several months. So those are the ideas that we've got going. The one thing obviously with Tina's departure we wouldn't have a Treasurer who could really talk about the Treasurer's function. And we're going to be a little shorthanded for a few months at least until we get fully staffed and even then it'll take a little training to get everybody up to speed. So we're thinking probably after the first of the year look at this again. Put it all together and then maybe get a budget to you all. So that's the recommendations that we have at this moment. And if you're okay with that I'll set up a particular file after the first of the year to look at it and really start putting some hard numbers to it. And try to come up with a actual formal schedule. And we're thinking maybe no more than 12 people per time. Yes.

Bridge Littleton: Any additional input?

Cindy Pearson: Maybe just that you know in doing this we're hoping we'll pick up some people to be on the committees as we need it maybe later run for council after they've been on those committees be more interested in what the town does and become citizens to help.

Bridge Littleton: There's nothing like finishing up a tour of town government than the sewage treatment center. Yeah exactly. [multiple speakers] That way they know where it all ends up. [laughing] No there was no irony at all. [multiple speakers] Anybody have any questions for Rhonda or Cindy? Yes sir.

Chris Bernard: So along the lines of the Citizens Academy have we thought about doing and not instead of but as maybe a supplement or alternative to that full day process. Have we thought about doing like a video? Do you remember when we were interviewing civic plus remember that ridiculous video that they had. It was like this Kevin you were there. There was kind of this campy thing where they were like hey I'm so-and-so from civic plus like welcome in our office. And they did like a tour like this department does this and this department does this. I mean

maybe doing that one time and having like a fun cool introduction to Middleburg town government [inaudible] [laughing]. Instead of having to go through this day long exercise however often you do it that might be a cool fun.

Rhonda North: Yeah. We did talk about you know videotaping the part that was here in the town office. And yes so that it could be posted on the website for folks to go in and view. Yeah.

Bridge Littleton: Any other input for Cindy or Rhonda? I think it's a great idea. I would actually recommend if you got time. I know there's a couple other towns in Virginia who have done the same thing and had it going for a couple years. If you want to reach out to Michelle Gowdy. I can't remember who it is that VML who helps them put those together but they've helped towns put together sort of you know good governance kind of things to get more people interested in local government.

Rhonda North: I actually participated in [inaudible] County Chamber of Commerce. They call theirs the leadership program. I participated in that. Those were day long sessions once a month for a year and we kind of thought that was probably more than most folks are gonna be willing to commit to. So that's why we were [inaudible] .Yeah trying to condense it down to something that we thought folks would be willing to commit to.

Darlene Kirk: If you can make it a short day too because some people are going to wear out. [multiple speakers]

Bridge Littleton: Ok thank you guys. That was really good. All right. So are there any other additional discussion items or information items for council?

Philip Miller: I just had a question Danny. How is Click-up?

Danny Davis: Not fully there.

Bridge Littleton: Not fully there for you or not fully there because the software isn't good?

Danny Davis: I ran into a couple snags that was a little frustrating and I wasn't able to figure it out. This is how we were tracking this strategic initiatives and the councils the action plans. So I need to get back in and play a little more but if it's not going to be to do a couple of things then we may end up the transition. I looked at it and you know. [inaudible] Right. Same idea.

Bridge Littleton: Anybody have anything else? I'm just checking real quickly. Oh one question. Any objection if there is a debate during the for the Loudoun County board of supervisors for the Blue Ridge district. Does anyone have any objections to having it hosted in Middleburg? I mean maybe the Community Center maybe The Hill School like that. I mean trying to figure all that stuff out but they want to have it in a town for each district. So like in the east there are no towns but you know so in the Blue Ridge district they won't have one of the towns and the [inaudible] they haven't [inaudible] or whatever. So no concerns. OK. That's it. I guess we are now going to closed session. [laughing] This is where we talk about Dan. [multiple speakers]

Deedee Hubbard: Can I make some mention that I just assumed wasn't on the record?

Bridge Littleton: Well then [laughing].

Deedee Hubbard: [off mic] I noticed something that you'll understand why I'm doing this I don't want to draw a lot of attention to this. Punkin and I were standing in front of the brewery the other day and to the left when you're looking at it near Wisdom [inaudible] there's a stump and screw to that stump is a brass plaque honoring Charlotte [inaudible] OK. [inaudible] and I think it should move somewhere more appropriate before all those ladies [inaudible] that we know are there are a lot of in town discovery it because I think it was behind the bushes and nobody saw it but it's there. [multiple speakers] I don't know where but I would think there'd be somewhere more appropriate. [multiple speakers] did not want to draw a lot of attention to it. [inaudible]

Bridge Littleton: All right who's reading this puppy?

Philip Miller: I move the council go into closed session as allowed under the Virginia Freedom of Information Act sections 2.2-3711A29 & 1 for the discussion of the award of a public contract involving the expenditure of funds including interviews of bidders or offers and discussion of the terms or scope of such contract where discussion in open session would adversely affect a bargaining position or negotiating strategy of the public body and for and for the discussion consideration or interviews of prospective candidates for employment assignment appointment promotion performance demotion salaries disciplining resignation of specific public officers appointees and employees of the public body. I further move that these matters be limited to one the award of a contract for branding two the performance of members of the town staff and three the resignation and recruitment of a town employee. I further move that in addition to council the following individuals be present during the closed session. Danny Davis for all of the items. Jamie Gaucher for the first item. I further move that council thereafter reconvene in open session for action as appropriate.

Darlene Kirk: Second.

Bridge Littleton: One amendment. Mr. Davis will not be present for our discussion of his performance. [laughing] OK. All those in favor say aye.

Everyone: Aye.

Bridge Littleton: Oppose abstentions. Okay. All right. We're back. All right. I ask counsel. One second. I ask that council certify to the best of each member's knowledge one only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and two only such public business matters as were identified in the motion by which the closed meeting was convened or heard discussed or considered in the closed meeting. I would like to remind those present for the closed session that any discussions that occurred within it should be treated as confidential.

Chris Bernard: Yes.

Kevin Hazard: Yes.

Philip Miller: Yes.

Darlene Kirk: Yes.

Bridge Littleton: Yes.

Peter Leonard Morgan: Yes.

Cindy Pearson: Yes.

Bridge Littleton: Does anyone have a motion for the branding project?

Philip Miller: I move the Town Council authorized the town administrator to enter into a contract with red thinking for the branding project in accordance with their submitted proposal.

Darlene Kirk: Second.

Bridge Littleton: Any further discussion? All those in favor say aye.

Everyone: Aye.

Bridge Littleton: Opposed abstentions. Motion carries. Meeting adjourned.