

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Regular Meeting
February 14, 2017
7:30 p.m.

Town Council: Present-Patricia Dickinson, Mayor; Harry Lee Arnold, Jr., Recorder; Allen Kitselman; Erecka Gibson; David Tollett; Absent- Donna Marie McDonald
Staff: Keith Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner; Neal White, Chief of Police; Ann Phillips, Town Clerk
Press: Cathy Kuehner

1. Call to Order

Mayor Dickinson called the meeting to order at 7:31 p.m.

2. Pledge of Allegiance

3. Approval of Agenda

On motion of Council member Tollett, seconded by Recorder Arnold, the agenda was approved unanimously.

4. Public Hearing – *No public hearing was scheduled.*

5. Approval of Minutes

The minutes of the Town Council meeting of January 10, 2017 were approved unanimously on a motion by Council member Tollett, seconded by Council member Gibson.

6. Citizens' Forum

The speakers were as follows:

Lonnie Grimes, Town resident, said he is not happy about Council's discussion of giving a \$500,000 break on senior housing to a developer. He said he is not against senior housing but does not think it is a good use of government power to give such a break to a developer on something that will affect the town as a whole. Mr. Grimes noted the membrane purchase approved at the last Council meeting and asked how the money would be recouped if this break were given. He said the new members of Council had campaigned on lower rates but have not done anything about lowering the rates, adding he is a concerned citizen who regrets voting for the new members.

Diane Harrison, Town resident, said that the water issue is not about senior housing, it is about business. She said making the topic about senior housing to make people feel guilty is wrong. She said a builder knows ahead of time what the costs are going to be, and asking for a break now after the project has been approved is not acceptable. Ms. Harrison said she wished to add to the proposed list of topics for discussion with VDOT representatives saying that a crosswalk is needed at the intersection of Buckmarsh Street and Hermitage Blvd.

Sue Ross of Berryville Main Street gave an overview of recent business openings in town. She invited everyone to the organization's upcoming 25th anniversary celebration. She thanked the Council and staff for the opportunity to apply for the annual VCA grant, which is a great help to the Fire House Gallery.

Jay Hillerson said he wanted to address the agenda item regarding the reduction of water and sewer availability fees. He said the \$500,000 reduction had little to do with seniors and everything to do with profits. He said it is not the job of government to ensure financial success of a building project. Mr. Hillerson reminded the new council members they ran on a promise of a reduction of water rates which he supported. He said he and others didn't realize that the reduction would be earmarked for just one person with the remaining users subsidizing that reduction. He noted previous discussions of Council and staff that concluded \$1,500,000 worth of water improvement projects in the future making availability fees critical unless water user rates were increased. He said the Council was considering giving up one-third of the necessary funds only a few months after campaigning on lowering rates. He questioned whether the new council members' platform had been only a ruse to get elected. Mr. Hillerson said he was very disappointed and asked how reducing fees for one person and increasing rates for every other user be fair. He said the Council's job is to do what is right for all the residents.

Marilyn Pierce, Town resident, said she has a problem with the \$525,000 reduction given to one person. She noted the previous approvals for the senior housing project. She said this will benefit one person, not the whole town. She said she understands the fees are used to maintain the water system for all users. She said that the 120 unit project with 120 kitchens and washers that is occupied 24 hours a day, seven days a week cannot be equated with the high school building project. She asked the Council members if they truly believed they should push the increase of the developer's bottom line on to all the Town residents. She listed the previous approvals of the senior housing project and various concessions to the developer and asked what would be next. She asked the Council to consider its actions carefully.

Alton Echols, Town resident, said it is not the case that he will benefit from the \$525,000 fee reduction. He compared the availability fees to restaurant prices saying the prices have gone too high so no one will come. He said there has been no multi-family housing because the fees are too high. He said the Council needs to find other ways to bring in money to cover the debt with the number of single family lots being reduced.

Lillian Ledford, Town resident, said she is the new manager for the Berryville and Clarke County Farmers' Market. She thanked the Council for supporting the Market by allowing the use of the Rixie Moore Parking Lot on Saturday mornings during the season. She said the opening day will be May 6.

7. Report of Patricia Dickinson, Mayor

The Mayor noted the imminent retirement of Laura Patten. Chief White recognized Ms. Patten for her service. **Council member Tollett moved that the Council of the Town of Berryville adopt the attached resolution recognizing Laura Patten for a distinguished career as a Police Department administrative assistant. Council member Gibson seconded the motion which carried as follows:**

Aye: Kitselman, Gibson, Tollett, Arnold, Dickinson

Nay: None

Absent: McDonald



**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BERRYVILLE
RECOGNIZING LAURA PATTEN FOR A DISTINGUISHED CAREER AS A
POLICE DEPARTMENT ADMINISTRATIVE ASSISTANT**

WHEREAS, Laura Louise Patten began working for the Berryville Police Department on August 28, 1989, and for twenty-seven years loyally served the community of Berryville until her retirement on February 24, 2017; and,

WHEREAS, During those twenty-seven years of service Laura served the police department both as a Crossing Guard and Administrative Assistant, tasks that were vital to the mission of the Police Department; and,

WHEREAS, During those twenty-seven years of service Laura encountered several changes to the environment of public safety, to include the introduction of automated reporting requirements for criminal incident reports, and she was instrumental in assuring compliance as well as keeping department members apprised of a myriad of changes impacting the profession; and,

WHEREAS, Laura served as a primary point of contact for citizens calling in to the department or appearing in person, and performed that function with professionalism, knowledge, and compassion; and,

WHEREAS, Laura was recognized by her peers and the Horseshoe Curve Benevolent Association in 2015 for her outstanding career as support staff for the Berryville Police Department, and in addition was recognized by the Kiwanis of Clarke County in 2004 receiving the Caring and Sharing Award; and,

WHEREAS, Because of the professional and compassionate manner in which she conducted herself while an administrative assistant for the Town of Berryville, she favorably affected countless lives and provided a positive role-model of what a true public servant should be; and,

NOW, THEREFORE BE IT RESOLVED that the Council of the Town of Berryville hereby salutes Administrative Assistant Laura Patten for a distinguished career serving the Town and thanks her for her devoted service to the Town's residents.

By Order of the Council of the Town of Berryville on this the fourteenth day of February, 2017.

Patricia Dickinson, Mayor

Harry Lee Arnold, Jr., Recorder

+ + + + + + + + + + + +

Mayor Dickinson said Section 321 of the Zoning Ordinance recognizes a Tree Board and she is currently seeking Talent Bank forms from those interested in serving on the Board.

Mayor Dickinson said with budget season approaching it is important for goals and objectives be noted for the Budget and Finance Committee.

8. Report of Harry Lee Arnold, Jr, Recorder

Recorder Arnold noted a bill currently in the state legislature requiring localities to post check registers and other accounting information on their websites. He suggested the requirement would be an unfunded mandate and would be costly for the town, and was opposed by the Virginia Municipal League. By consensus, the Council agreed that the Town is in opposition to the bill as it is written. Recorder Arnold said that it is important for the Town to contact elected representatives about issues affecting the Town.

9. Report of Christy Dunkle, Asst. Town Manager for Community Development

Ms. Dunkle noted Mr. Echols has requested release of the bonds being held for Chamberlain and McClellan Streets. She said McClellan Street was accepted into the public system in October of 2015 with Chamberlain coming into the system in early 2016, and the remaining bond amount being held for McClellan and Chamberlain streets is \$2,390.25. **Council member Kitselman moved that the Council of the Town of Berryville release the following bond: Chamberlain and McClellan streets, \$2,390.25. Council member Tollett seconded the motion which carried as follows:**

- Aye: Kitselman, Gibson, Tollett, Arnold, Dickinson**
- Nay: None**
- Absent: McDonald**

Ms. Dunkle said the Town has been awarded a \$5,000 Local Government Challenge matching grant from the Commission for the Arts for the past five years. She said the grant, up to \$5,000, is a match to a local government's funding of arts organizations. By consensus, the Council agreed to direct staff to complete and submit this year's application identifying Berryville Main Street as the recipient.

Ms. Dunkle updated the Council on the Safe Routes to School project. She noted the Revenue Sharing Project for a flashing crosswalk sign at Swan Avenue and South Buckmarsh Street which has been approved by VDOT. She said there had been discussion with Clarke County Public Schools about sharing the costs of the local contribution to the project (\$13,500), and asked for direction on completing the paperwork for the revenue sharing. Mayor Dickinson said she would like to see the crosswalk, and said the Town needs to be prepared to pick up the whole tab if the Schools do not contribute. Recorder Arnold said that he feels strongly that the School Board should contribute and suggested the Mayor draft a letter to the schools asking them to contribute half of the \$13,500. The Council agreed by consensus, and the Mayor said she would draft a letter.

By consensus, the Council agreed to allow the Farmers' Market to use the Rixie Moore parking lot for the market location this year.

10. Report of Keith Dalton, Town Manager
Mr. Dalton thanked Laura Patten for her service.

Mr. Dalton highlighted the list of topics for discussion with VDOT at the March meeting. By consensus the Council asked that the crosswalk at Buckmarsh Street and Hermitage Blvd. be added to the list. Mr. Dalton said he will forward the list to VDOT representatives in advance of the March meeting.

Mr. Dalton noted a letter he received from Virginia Housing Development Authority requesting a locality CEO letter of support for the Robert Regan senior housing project. The Council discussed sending the letter. Mr. Dalton explained the letter allows VHDA to score various projects for the purposes of granting tax credits. **Recorder Arnold moved that the Council of the Town of Berryville authorize the Town Manager to send the locality CEO letter to VHDA in reference to the Robert Regan housing project. Council member Gibson seconded the motion which carried as follows:**

Aye: Kitzelman, Gibson, Tollett, Arnold, Dickinson
Nay: None
Absent: McDonald

Mr. Dalton reminded the Council members to notify the Clerk if they wish to attend the upcoming VML conference.

+ + + + + + + + + + + + + +

11. Report of H. Allen Kitzelman, III – Berryville Area Development Authority Liaison
Council member Kitzelman said the BADA met and reviewed the McDonald's site plan. He said the assisted living project is up for review at the next meeting.

12. Report of Erecka Gibson - Chair, Budget and Finance Committee
The minutes of the January 24, January 31, and February 6, 2017 meetings were approved.

Recorder Arnold asked about the reference to blighted properties in the February 6 meeting minutes. Mayor Dickinson said she suggested the topic should be included for budgeting purposes.

Ms. Gibson said final negotiations for the internal controls RFP will begin this week.

13. Report of Donna McDonald - Chair, Community Improvements Committee
Council member McDonald was absent.

14. Report of David Tollett – Planning Commission Liaison
Council member Tollett had no report.

15. Report of David Tollett – Police and Security Committee
Council member Tollett said the Committee will meet again on February 23. He said the committee is continuing on revisions to Town Code sections.

Chief White said the charter agreement for the new criminal justice academy should be on the agenda at the next Council meeting.

16. Report of Patricia Dickinson – Chair, Streets and Utilities Committee
The minutes of the Committee meeting of January 24, 2017, were approved.

Mayor Dickinson said there has been a lot of discussion about availability fees. She said she sees an imbalance between the availability fee for water and the availability fee for sewer and said the funds can't be mixed. She said fees need to be paid into the correct fund account because funds cannot be mixed later. She said she has been doing a lot of research and wants the fees to be equitable. She quoted from a document on how a fee should be reviewed. She said she is not advocating giving a break to any one developer. She said a thoughtful approach is needed as to how availability fees are generated. She said that will spill over into how usage fees are generated. She said the Town needs to cover the costs and if someone is buying into the system, he or she needs to pay a fair share to gain access. She said there are many moving parts when reviewing fees including the number of users, because the more people on the system, the larger the revenue stream. She said it is a complicated issue and she advocates stepping back and taking a thoughtful approach to the issue. She said the senior housing project is the first big project under this fee schedule. She said the Streets and Utilities Committee has been trying to unravel the issue and come up with a proposed fee structure that will work. She said the Committee has decided to come up with two or three options to bring to the Council at the work session. She said the topic is a complex financial question and is not an engineering question.

Council member Kitselman said the matter is also an engineering question because much of the system is underground and is engineered, and parts of it are old. He said staff has developed a way to triage and repair the system which requires a hefty budget. He noted that at the previous meeting, the Council had agreed that staff would consult with an engineer. He said the engineer has reported back and that for multi-family units, the 80% of a single family dwelling usage is typical usage.

Council member Gibson noted the meter size for a single family unit is the same regardless of the size of the home. The Council discussed the methodology involved in the fee structure and its origin. Council member Gibson said she would support a review of the whole structure. Council member Kitselman noted that such a review will cost money.

Mayor Dickinson said she has found several tools to guide in the data gathering and that an engineer would need to be involved. She said it is important not to rush the review, and she would not assume the rates set originally would work today. She said she is concerned about availability fees being used to cover operating expenses and maintenance, adding she thinks these should be used for debt reduction and capital improvements.

Recorder Arnold said he agreed with hiring an engineer to review the schedule and inquired how it would affect the timeline of the senior housing project. He noted that appropriating the funds and studying the schedule would take several months.

Mayor Dickinson said she thinks the housing project needs to be addressed separately from the review of the fee schedule. She said she thinks the Streets and Utilities Committee can come back to the Council with a recommendation about adjusted fees at the next work session.

Council member Kitselman said if the desire is for the housing project to be built before the fee schedule analysis is complete, then the developer should follow the ordinance as it currently stands.

Recorder Arnold said he would have a tough time supporting the Council revising the availability fees without an official opinion or an engineer reviewing the options. He said he is not comfortable with the Streets and Utilities Committee reviewing the issue and coming up with an adjusted availability fee for the developer.

The Mayor said her plan was the Committee bringing back two or three alternatives to the full Council.

Recorder Arnold said he did not think the Committee had the expertise to provide alternative fees.

Council member Kitselman said if the issue is to be addressed at the work session, he did not wish to have a presentation by the developer. He said one of the options is that the developer pay the fee and do his project.

Mayor Dickinson said she would like to add a full review of availability fees and usage fees to the goals for next year. Council member Kitselman said an RFP would be needed for such review, and the Mayor agreed.

The Mayor said that Cattlemans Lane is owned by the railroad and is full of pot holes and standing water and is unsafe. She said she thinks the Town has a responsibility to see what it can do to get it fixed.

Recorder Arnold said that Cattlemans Lane is a private road that has been in disrepair for many years even though attempts have been made to fix it. He said there are a couple of businesses that chose to locate on the road. He said he would agree to a review of the issue next year, but that staff is too busy at this time to deal with a private road issue.

The Mayor said her thought was to ask Congresswoman Barbara Comstock to address the issue with the railroad.

Mr. Dalton said there may not be good answers in this case, because when work has been done before, it has caused storm water back up in other areas. Recorder Arnold cited a repair several years ago that caused flooding on another property.

17. Report of Harry Lee Arnold, Jr. – Chair, Personnel Committee

Recorder Arnold inquired whether the Tree Board applicants were to be reviewed by the Personnel Committee. Mayor Dickinson said the ordinance is written so that applicants are reviewed by the full Council.

18. Other

Council member Kitselman said he would like the Council to look at codifying a policy for the use of the Town attorney by any member of Council. He noted the proposed policy included in the packet which calls for the assent of the Council before any one member of Council contacts the attorney and incurs costs. He added that if the issue is the performance of the Town Manager, there is a mechanism having the Chair of the Personnel Committee arrange the assent of the Council prior to the attorney being contacted. He said he will hold this issue until the next Council meeting.

Council member Kitselman said the other issue he wished to raise is creating a check and balance in the town ordinance in regard to committee appointments. He said a draft code amendment of Section 2-19 is in the agenda packet which changes the process from the Mayor having complete power to make

appointments. He said he had been waiting for the right thing to happen, and since it has not he would like to see the code changed. He said the Council had discussed having Recorder Arnold sit on the Budget and Finance Committee, and he thinks the Town is ill-served not to have Mr. Arnold with his institutional knowledge on that committee. He said the Council should codify the ability of the Council to rectify the refusal of the Mayor to hear the wishes of the Council. He said no one has ever used committee appointments as a weapon to belittle a political opponent.

Mayor Dickinson said that the comments of Council member Kitselman were inappropriate and a violation of the code of conduct.

Council member Kitselman disagreed with the Mayor's assessment and cited the Mayor's campaign literature.

19. Adjourn

There being no other business, upon motion of Council member Kitselman, seconded by Council member Tollett, the meeting was adjourned at 9:00 p.m.

Harry Lee Arnold, Jr., Recorder

Ann W. Phillips, Town Clerk

BERRYVILLE TOWN COUNCIL
Budget & Finance Committee
Monday, February 6, 2017
Berryville-Clarke County Government Center
10:00 a.m.

MINUTES

Roll:

Town Council:

Present: Erecka Gibson, Chair; Patricia Dickinson

Staff: Keith Dalton, Town Manager; Desiree Moreland, Treasurer

Press: None

1. **Call to Order**

Chair Gibson called the meeting to order at 10:02 a.m.

2. **Discussion - Audit Services RFP #FIN-2017-001**

The committee discussed the firm rankings completed at the end of the interview process. Mr. Dalton noted that the Town will now negotiate with the highest ranked firm and said if agreement can't be reached with the highest ranked firm then the process would be repeated working down the firm ranking. The committee discussed negotiation terms.

Ms. Moreland joined the meeting and discussed scheduling issues. Ms. Moreland left the meeting.

The committee agreed on negotiation terms as follows:

1- Cost

2-The firm's ability to meet a schedule with a start date of April 3, 2017 and a deadline for final deliverables of May 17, 2017.

The committee agreed that Chair Gibson, with support from the Town Manager, would conduct the final negotiations. The committee agreed that, with the deliverables in hand by May 17, the committee would review the report at its May 23 meeting and would expect the Town Council to review the matter at either its June 5 work session or its June 13 regular meeting.

3. **Other**

The committee discussed its administrative goals for FY18. The committee agreed that an asset inventory should be completed.

Ms. Dickinson noted that there are many blighted properties in Town and that addressing that blight needs to be a goal. The committee agreed that the matter should be addressed either by the Police and Security Committee or the Community Improvements Committee.

4. **Adjourn**

There being no further business, the meeting adjourned at 11:57 a.m.

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Work Session
February 22, 2017
6:00 p.m.

Town Council: Present-Patricia Dickinson, Mayor; Harry Lee Arnold, Jr., Recorder; Allen Kitselman; Erecka Gibson; Donna Marie McDonald; Absent- David Tollett

Staff: Keith Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner; Ann Phillips, Town Clerk

Others: Christina Kraybill, Patty Maples, and Mary Jo Pellerito of Berryville Main Street

Press: Cathy Kuehner

1. Call to Order

Mayor Dickinson called the meeting to order at 6:03 p.m.

2. Approval of Agenda

On motion of Council member McDonald, seconded by Council member Kitselman, the agenda was approved unanimously.

3. Presentation / Discussion - Berryville Main Street Market Assessment

The members of the Berryville Main Street Economic Vitality Committee highlighted the Berryville Main Street Market Assessment completed in conjunction with Virginia Main Street representatives.

In discussing the Market Position Statement, the Committee members noted the three most important areas of focus for enhancing economic vitality:

- highlight conveniences and services in downtown
- the visitor driven economy and walkability
- strengthening the retreat brand for empty nesters and active retired residents and visitors

The committee and the Council discussed the importance of hotel in the Town. The committee noted that having a hotel would support all of the areas of focus in addition to the current business owners, the Barns of Rose Hill, local churches and Rosemont Manor.

Ms. Kraybill reviewed Berryville Main Street's plans for the coming year:

- the promotions committee will unveil a new website
- a walkability map
- the traditional events they have sponsored in the past, including the Cruise-In
- enhancing walkability with planters and a pocket park
- working with the landlords to address rents and help fill empty storefronts

Ms. Pellerito said the Committee would like to see additional community involvement in planning and participating in downtown activities.

The meeting was adjourned at 6:55 p.m. on a motion by Recorder Arnold, seconded by Council member Kitselman, and passed unanimously.

Harry Lee Arnold, Jr., Recorder

Ann W. Phillips, Town Clerk

MINUTES
BERRYVILLE TOWN COUNCIL
POLICE AND SECURITY COMMITTEE
Berryville-Clarke County Government Center
Regular Meeting
Thursday, February 23, 2017
9:00 a.m.

Committee members: Present- Dave Tollett, Chair; Pat Dickinson

Staff: Keith Dalton, Town Manager; Neal White, Chief of Police

Others: Harry Lee Arnold, Jr.; Marilyn Pierce

Press: None

1. Call to Order

The meeting was called to order at 9:00 a.m. by Committee Chair Tollett.

2. Report of the Chief

Chief White provided an update on Police Department staffing.

3. Berryville Code - Chapter 10

The Committee and staff reviewed Chapter 10 of the Berryville Code.

4. E-Citation

The Committee and staff reviewed the matter of implementation of E-Citation. By consensus the Committee directed the staff to forward the matter to the Town Council.

5. Skyline Regional Criminal Justice Academy

Staff updated the Committee on the final steps necessary for establishing the Skyline Regional Criminal Justice Academy. By consensus the Committee directed staff to forward this matter to the Town Council for discussion at its March meeting.

6. Police Department Fleet

The Committee and staff reviewed the Police Department fleet. Ms. Dickinson indicated that she wants to consider whether the Police Department will be better served by a fleet of SUV's instead of a fleet of SUV's and sedans. Chief White agreed to examine that issue, including purchase and operations costs.

7. Administrative Goals FY 2018

Ms. Dickinson noted that E-Citation was clearly a goal and Mr. Tollett agreed. Mr. Tollett asked Chief White about his top goal and Chief White responded that retention of employees had to be the top goal. Mr. Tollett agreed and noted that grade within step for the Police Department was essential to providing compensation for reaching milestones. The Committee and staff also discussed integration of career development plans into the step within grade.

8. Adjourn

There being no further business, the meeting was adjourned at 10:19 a.m.

BERRYVILLE TOWN COUNCIL
Streets and Utilities Committee
Tuesday, February 28, 2017
Berryville-Clarke County Government Center
12:00 p.m.

MINUTES

Roll:

Town Council:

Present: Patricia Dickinson, Chair; David Tollett

Staff: Keith Dalton, Town Manager; Christy Dunkle, Planner; Rick Boor, Director of Public Works; Dave Tyrell, Director of Public Utilities; Ann Phillips, Town Clerk

Others: Alison Sloop, Lord Fairfax Soil & Water Conservation District; Alton Echols; Marilyn Pierce

Press: Cathy Kuehner, Winchester Star

1. Call to Order

Chair Dickinson called the meeting to order at 12:00 p.m.

2. Presentation

Alison Sloop, Conservation Specialist, Lord Fairfax Soil and Water Conservation District
Ms. Sloop reviewed the Virginia Conservation Assistance Program.

3. Discussion -Water and Sewer Availability Fees

Ms. Dickinson said it had been the consensus of Town Council that the Streets & Utilities Committee bring options for revising availability fees back to the full Council.

Mr. Tollett said that all agree that the fees need revision, but he does not feel qualified to set the rates and does not know who should set the rates. He said he was surprised that the Town does not set the meter size for new projects. Mr. Dalton said he would be concerned about the Town getting involved in private projects and being responsible for those calculations.

Ms. Dickinson presented a graph of availability fees collected since 1989. She said looking at the usage fees would be of interest adding that the more users there are on the system, the more economical the costs. She noted that no multi-family units have been built since the new fee structure was adopted. She said the rate should be grounded in financing and not in engineering.

Mr. Dalton said the rates are grounded in engineering, and they are based on what it takes to pay for the system.

Ms. Dickinson said the mayor of Purcellville has recommended a consulting firm to help set the rates for their town. She said it is easy to use a rate structure to control what is built and questioned whether the Town wants to build multi-family housing.

Ms. Dunkle said the issue is also one of demographics, adding that in her tenure she has never had a request for multi-family housing.

Mr. Dalton noted that the idea of encouraging multi-family housing would affect schools, streets, etc., and should be discussed with the County.

Ms. Dickinson said she hated to walk away from an income stream of \$80,000 per year if the proposed senior housing project is not built.

Ms. Dickinson said that if a consultant is used, the process will take three to six months. Mr. Dalton agreed that the project is a significant one that will take considerable time to complete. He said the project would be broader than looking at the rates.

Ms. Dickinson said the project could be taken in small pieces with availability fees handled first, adding that she had no idea of the cost of such a project.

Mr. Tollett said he had no idea how to proceed and suggested taking the matter to the Council to see how to proceed.

Ms. Dickinson asked Mr. Tollett how he would proceed if the majority of Council wanted a new rate immediately, and Mr. Tollett replied that there is no quick fix. Ms. Dickinson said the only proposal to the Town Council is to hire a consultant to review availability and usage fees. Mr. Tollett agreed. Ms. Dickinson said that she and a majority of the Council want to see the senior housing project completed.

Mr. Dalton said Virginia Resources Authority will be a factor in reviewing the rates. He said when the Town borrowed for the waste water treatment plant, the loan was subject to conditions regarding rates set by VRA.

Mr. Tyrrell said that fixed expenses are one thing, but costs associated with increased flow, such as chemicals and man hours, are unknown.

4. Discussion - FY 17 Street Work Priorities

The Committee and staff discusses the priorities for FY 17. Mr. Dalton noted that with no snow events, there may be some money to spend at the end of the winter.

Ms. Dickinson said she has heard from residents who are upset about their water bills going up with no explanation. She said she had learned about a company named Aquahawk from the mayor of Purcellville which allows residents to check their water usage electronically. She requested that Mr. Dalton research the matter.

The Committee discussed the proposed crosswalks at Swan and Buckmarsh and Hermitage and Main.

5. Adjourn

There being no further business, the committee adjourned at 1:08 p.m.