



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Minutes
Thursday, October 6, 2025



PENDING APPROVAL

PRESENT: Mayor Trowbridge M. Littleton
Vice Mayor Chris W. Bernard
Councilmember Pamela Curran
Councilmember J. Kevin Daly
Councilmember Morris E. "Bud" Jacobs
Councilmember C. Darlene Kirk
Councilmember Peter A. Leonard-Morgan
Councilmember Cindy C. Pearson

STAFF: Danny Davis, Town Manager
Martin Crim, Town Attorney
Rhonda S. North, MMC, Town Clerk
Will Moore, Deputy Town Manager
Shaun Jones, Chief of Police
Angela Fletcher, Town Treasurer/Finance Director
Ali MacIntyre, Business Development & Community Partnerships Director

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting on Thursday, October 6, 2025 in the Town Hall Council Chambers, located at 10 West Marshall Street. Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag. The roll was called at 6:00 p.m.

Staff Reports

September 2025

Town Clerk North reminded Council of the Volunteer Appreciation Reception to be held October 29th. She reported that in April of 2024, the U.S. Department of Justice implemented rules for local government compliance with the Americans with Disabilities Act (ADA) related to websites and social media. Ms. North advised that starting April 24, 2027, all of the Town's videos, including meeting and social media ones, must contain closed captioning. She advised that she was working with Town Manager Davis on this, as it would involve a cost that would impact the FY '27 Budget. Mrs. North reminded Council of the need to complete their Conflicts of Interest Act (COIA) training by December 31st and noted that she would resend the link for the training. She reported that as to the Town Hall Project, the outdoor water fountain was replaced and Veritas continued work on the exterior trim. Ms. North reported that Boland Trane was onsite earlier in the day and identified some missing gaskets and flashing from the DOAS unit, as well as a missing hood vent cap, and advised that they were working to procure these materials so they could be installed. She noted that these were important items for ensuring the unit operated correctly. In response to an inquiry from the Council, Ms. North advised that she and some members of the staff had been trying to put together a project that all of the staff could work on together as a team building exercise. She noted that following some advice from the Town Attorney, they needed to step back and look at what they were proposing further; therefore, they were not ready to unveil their proposal yet.

Vice Mayor Bernard noted that the third grade of the Middleburg Community Charter School was studying government this quarter. He further noted that he saw their final project, which was a voting booth in their classroom, the development of a class constitution and the election of class officers. Mr. Bernard advised that they also toured the Town Hall. He commended Town Clerk North for setting up a mock council meeting, in which the children sat on the dais and discussed topics that were brought before them. Mr. Bernard noted that they were engaged and excited about what the Town did. He thanked Ms. North for setting that up. Mr. Bernard advised that the students send thank you notes and noted that their teacher said they were all very thankful.

Town Clerk North noted that it was a team effort, with Town Manager Davis, Chief Jones and Vice Mayor Bernard all participating.

Business Development & Community Partnerships Director MacIntyre reported that the Middleburg Arts & Community Events Committee (MACEC) had debriefed on the Oktoberfest event and noted that they would continue to improve it each year. She reported that she continued to work on the planning for the December events and noted that she was helping Christmas in Middleburg coordinate their food trucks and organize the town business parking for the day. Ms. MacIntyre noted that these activities were done in partnership with the Middleburg Business & Professional Association (MBPA). She reminded Council that the Jingle in the Burg event, formerly known as Dickens of a Christmas, would be held December 13th. Ms. MacIntyre advised that this was an MBPA event; however, the Town assisted them. She reported that there would be performances, street vendors, and a Jingle Paws Parade. Ms. MacIntyre advised that the MACEC continued planning for the 2026 events, including America's 250th and noted that the kickoff for that would occur in January at the Middleburg Community Center. She reminded Council of the Middleburg Film Festival which would be held October 16-19; the Fall Races which would be held on October 11th; and the Rallye Middleburg event which would be held on October 18th. In response to an inquiry from the Council, she confirmed the street vendors would be on South Madison Street only during the Jingle in the Burg event; however, the organizers of Christmas in Middleburg worked with the King Street Oyster Bar to have tables in that area during their event.

Councilmember Leonard-Morgan opined that Oktoberfest was phenomenal. He noted, however, the long lines and opined that the event was almost too successful. Mr. Leonard-Morgan questioned whether this was one of the things the Committee was reviewing.

Business Development & Community Partnerships Director MacIntyre confirmed it was and advised that they were looking to alleviate it by adding another beer ticket station or another beer serving station. She advised that they were also looking at adding more food vendors. In response to an inquiry from the Council about whether there would be t-shirts and other things for sale with the new event name, Ms. MacIntyre advised that she would raise that with the MBPA to see if that was something they would want to do.

Finance Director Fletcher reported that the audit team was in Middleburg last week and opined that things went well. She noted that it went much smoother this year, as the Town gave them access to the financial records in Laserfiche, which allowed them to retrieve documents on their own. Ms. Fletcher reported that the auditors planned to have their draft report ready in a couple of weeks and would present it to the Strategic Finance Committee on November 17th and to the Council on December 11th. She advised that the August meals and transient occupancy tax revenues that were payable in September saw a sizable increase; however, the staff was not sure that would continue.

Chief Jones announced that the Police Department would hold a Fraud & Scams Class on October 21st; would host a Walk Middleburg with Chief Jones event on October 22nd; and would participate in the Spring Clean-Up on October 25th, to be followed by the National Drug Take-Back event. He reported that the department was continuing to prepare for Christmas in Middleburg and advised that he met with some of his law enforcement partners to discuss how to prepare for the event. Chief Jones noted that they were also preparing for the Rallye Middleburg event on October 18th. In response to inquiries from the Council, he confirmed he had met a couple of times with the organizers of Christmas in Middleburg and had a list of items he was going to need from them. Chief Jones advised that the police bicycles were being utilized during special events, such as Oktoberfest, National Night Out, the Fourth of July Celebration, Wellness Day, and Halloween.

Councilmember Kirk noted that Officer McCord was recently walking around town and advised that someone commented that it was good to see the officers out walking the town.

Chief Jones advised that the department was holding a step competition to see which officer could put in the most steps. He further advised that he was implementing other wellness initiatives for the officers.

Deputy Town Manager Moore reported that the Historic District Review Committee had been very busy over the last several months and had reviewed two significant projects, including extensive renovations to the Chronicle of the Horse building to convert it to art storage for the National Sporting Library & Museum and a replacement fence at the Pink Box.

Town Attorney Crim reported that he had no updates on the proposal to adopt the property maintenance code. He further reported that an MOU for the enforcement of the erosion and sediment control and stormwater management regulations would be forthcoming to the Council in the future. Mr. Crim noted that he had requested a draft MOU and ordinance from Loudoun County related to the property maintenance code; however, he had not yet received it.

Town Manager Davis advised Council that he did follow-up on that with the County Administrator earlier in the day, with a request for an understanding of the next steps. He confirmed the staff would keep that item moving forward.

Asbury Church Project Report

Town Clerk North reported that the hazardous materials test results showed the Asbury Church contained asbestos and lead paint and possibly some PCBs; therefore, the Town would need to do hazardous materials mitigation as a part of the restoration project. She further reported that some minor demolition probes would occur next week in order to uncover some of the covered spaces so the architect and engineer could see what was behind them. Ms. North advised that the building scan results had been provided to the architect; the engineer provided a base map of the building; and, the architect developed a base REVIT model, all of which would be used in the development of the schematic design plans. She reported that the architect was scheduled to meet with the Town staff and Project Committee on October 21st and would meet with the County Building & Development official sometime the end of the month to talk about the proposed uses and what that meant from a building code standpoint.

Town Clerk North reported that the voice over recordings by Mayor Littleton and Phyllis Cook-Taylor were scheduled to occur on October 15th and 16th for the composite video associated with the Oral Histories Project. She advised that by the end of next week, the Town would begin to receive the “final” versions of the individual videos. Ms. North opined that both of those projects were proceeding nicely.

Mayor Littleton noted that he watched the draft composite video and opined that it was really good.

In response to an inquiry from the Council, Town Clerk North explained that a building scan used special cameras to scan every inch of the building and provide measurements. She advised that this information was then used to produce a virtual model of the building.

Consent Agenda

A. Council Approval – September 25, 2025 Regular Meeting Minutes

Vice Mayor Bernard moved, seconded by Councilmember Daly, that Council approve the consent agenda as proposed.

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

No – N/A

Abstain: N/A

Absent: N/A

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

Discussion Items

Ordinance to Vacate Portion of Independence Street Right-of-Way

Deputy Town Manager Moore reminded Council of the forty-foot-wide unimproved right-of-way that sat just east of the property located at 404 East Federal Street, which was owned by Catawba Associates. He noted that the right-of-way was located between Catawba's property and the eastern town limits boundary. Mr. Moore reported that the Town had no intention now or in the future of constructing a street in this location and noted that it would be difficult to do from an engineering perspective. He advised that the Comprehensive Plan did not identify a street in that location. Mr. Moore reminded Council that two years ago, this request was reviewed by the Town's Ad Hoc Property Committee, who recommended approval of the vacation, subject to the Town maintaining an easement over the property if needed for future utilities installations, as well as a restriction on the construction of any structures within the vacated right-of-way, with the exception of fences. He advised that the request then went dormant and was re-initiated by Catawba this year. Mr. Moore advised that he had been working with the Assistant Town Attorney and Catawba's attorney on a deed that would contain the proper restrictions and noted that it was now in an acceptable form should the Council wish to approve the conveyance. He advised that the appraisal of the property established a fair market value of \$9,250 and a contributory value of \$9,000 and noted that if the Council approved the vacation, it could set a price of up to the higher of the two amounts. Mr. Moore noted that a public hearing was required and advised that it would be advertised for Council's November meeting, at which time, they could potentially take action. In response to an inquiry from the Council, he confirmed the Ad Hoc Committee did not make a recommendation on the price, as the appraisal had not been conducted at that time, and advised that their recommendation was for the Council to establish the price.

Vice Mayor Bernard opined that \$9,000 would not cover the staff's time and questioned whether there was a way to avoid long negotiations in the future over something so trivial.

Mayor Littleton noted that the State Code identified the process for the vacation of rights-of-way. He further noted that the Town was statutorily limited to what it could charge based on the appraisal.

Vice Mayor Bernard suggested that in the future, the Town expedite such requests in order to limit the cost of the staff time.

Deputy Town Manager Moore advised that the staff had not spent that much time on the request. He confirmed some attorney's fees had been incurred; however, those were nowhere near \$9,000. Mr. Moore advised that the Town would also be reimbursed for the cost of the appraisal and the advertising for the public hearing.

Review of Police Vehicle Take-Home Program

Chief Jones reminded Council that they asked the staff to review the Police Vehicle Take-Home Program and report back to them. He opined that the program was operating effectively and was very positive for the police staff. Chief Jones reported that there were no significant issues to report at this time. He advised that his report contained an average of the miles driven per month by each officer. Chief Jones reminded Council that in addition to using the vehicles to commute to work, they also used them to travel to training and court. He advised that the report also contained information on fuel costs. Chief Jones noted that as far as maintenance and repairs, there had been no serious maintenance issues since the program began. He opined that the vehicles were running more efficiently due to the increased mileage. Chief Jones reminded Council that the department had two spare vehicles and advised that he planned to start cycling those with the officers, so they did not just sit. He reported that Lieutenant Putnam was also visually inspecting the vehicles and checking the mileage. Chief Jones advised that two of the officers were taking their vehicles home, and three parked them at a safe location, which consisted of fire or police departments. He advised that the morale of the officers had increased and noted that they felt they were supported by the Council. Chief Jones opined that the officers also felt they could properly respond if needed and noted that the officers had assisted other jurisdictions during their travels to work. He advised that the program was also saving the officers money because they did not have to use their personal vehicles to commute to work. In response to inquiries from the Council, he opined that this program did aid in the recruitment of additional officers and advised that it was the reason the last two full-time officers came to Middleburg. He confirmed the Town was in the process of developing the program when Officer Barlan was hired.

Councilmember Jacobs advised that he enjoyed the Coffee with Cops event and noted that in addition to the police officers, the Sheriff was present. He advised that the Sheriff mentioned the vehicle take-home program and, once he explained its purpose, was positive about it.

In response to inquiries from the Council, Chief Jones advised that the mileage information was based on the average mileage per month. He confirmed he did not have information on the average mileage per vehicle before the program was put into place. Chief Jones opined that an additional two hundred miles were being added.

Mayor Littleton noted that this was an additional 20,000 miles per vehicle per year; therefore, the Town would see additional wear and tear on them. He noted that the national average for vehicle mileage was 12,000-14,000 per year.

Town Manager Davis noted that this was part of the information the staff provided during the analysis of the distance. He opined that it was incumbent on the staff to continue to update the Council every six months on the program so they could determine whether adjustments were needed and so they could determine whether it created any additional burdens. Mr. Davis reported that the staff did a high-level analysis of fuel costs and noted that the costs were not adding up well, as it appeared the Town spent less in the past six months than during the same period the year before. He advised that they would continue to look at the direct costs so they would have a baseline to track the mileage off of. In response to an inquiry from the Council, he confirmed the vehicles were not taxable because they were used by police officers.

Vice Mayor Bernard agreed the Council should continue to receive a report periodically. He noted that the data in the report was done in a vacuum and advised that it would be interesting to have comparable information.

Chief Jones reported that when an officer got fuel, he completed a log sheet so the Police Administrative Specialist could better track it.

Drought & Well Level Updates

Town Manager Davis reported that Middleburg continued to lag behind in annual rainfall averages by eight inches for the year to date and by 16.5 inches cumulative since January 1, 2024. He noted that it had experienced two solid years of drought and opined that the year before was also low. Mr. Davis advised that the Town was seeing the impacts of this and reported that the Northern Virginia area was seeing emergency conditions related to both groundwater and stream flow. He further reported that Loudoun County was in a drought watch status. Mr. Davis advised that Wells L and P continued to be the same as was shown during the last few meetings. He reported that Well L was not recovering like it used to many years ago and opined that this could be due to the long-term drought. Mr. Davis advised that the staff would continue to watch it. He reported that Well 4 was doing fine and had not gotten any worse. Mr. Davis noted that it was not going below the transducer as frequently as it was; however, he acknowledged that the Town was supplementing the low-pressure side of town from the Stonewall Plant, which reduced the pressure on Well 4. Mr. Davis noted that while the Town had tried pumping it at a high volume, it dialed that back to give Well 4 more time to recharge. He reported that the Town recently installed a Variable Frequency Drive on Well 3, which allowed it to pull water out at a measured flow, which decreased the turbidity in the water. Mr. Davis explained that this allowed the Town to use Well 3 more with there being fewer issues and complaints. He advised that IES had started to supplement Well 4 with water from Well 3 in order to take pressure off Well 4. Mr. Davis reported that currently, everything was running okay, with there being no need to increase the level of water conservation. He reminded Council that the challenge continued to be limited precipitation and noted that no major storms were in the forecast. Mr. Davis advised that the staff would continue to update the Council at each meeting. He opined that Mr. Gugliotta was doing a great job of balancing the production of the wells to make sure they were working. Mr. Davis noted that this required extra planning when looking at infrastructure projects and water main flushing operations. He advised that normally, the Town would have performed two flushing operations this year; however, it avoided them as it did not want to use the extra water. Mr. Davis noted that the water tank maintenance was also delayed, as that would require the draining of the water towers. He expressed a desire to avoid any activity that would require the Town to drain the tanks due to the strain it would place on the system to refill them. Mr. Davis opined that the Town was in a good place. He noted that Mr. Gugliotta was working to install a deeper transducer at Well 4 so it would be just above the pump level, which would allow the Town to know the true data as to how far it was drawing down Well 4.

In response to an inquiry from the Council, Town Manager Davis advised that the Town was in voluntary water conservation; therefore, it was strongly encouraging people to find an alternative source of water to fill their pools. He noted that many pools were now closing. Mr. Davis acknowledged that the Town just approved a permit for the construction of a swimming pool; however, he noted that when pools were typically filled for the first time, the water was hauled in. Mr. Davis advised that the staff would work with the owner on that.

Councilmember Jacobs expressed appreciation for Town Manager Davis's report; however, he disagreed with the tone of his presentation. He noted that he (Mr. Davis) said there was no cause for concern; however, he (Mr. Jacobs) believed there was great cause for concern, as the Town was in a drought and its water levels were not where they needed to be. Mr. Jacobs noted a Loudoun County report, which highlighted how potentially dangerous this situation was going to be for the County as a whole and in particular for those jurisdictions that relied upon ground water. He asked that when the Town talked about this, it not use statements like "we're in a good place," as it may or may not be for the longer term. Mr. Jacobs noted that the written report was neutral; however, he asked that the verbal discussions be done more carefully.

Councilmember Pearson opined that the news article on Loudoun's water report was opening people's eyes as to problems that needed to be addressed. She noted that this was not just Middleburg's problem. Ms. Pearson thanked the staff for addressing the issues under the Marshall Street water tower.

Town Manager Davis noted that he reached out to some of the town managers in Loudoun County who relied upon well water and advised that they were seeing very similar issues in that their well levels were down from where they used to be years ago. He acknowledged that while things were holding, they could go into a crisis mode quickly if things did not improve. Mr. Davis advised that Middleburg would continue to look at its resources, as would the other towns.

Vice Mayor Bernard noted that this was not something the towns could control and questioned whether the Coalition of Loudoun Towns (COLT) was passing along these concerns to the Board of Supervisors. He further noted that there were some large water usage applications coming before them for development in Western Loudoun.

Town Manager Davis noted that Round Hill was very concerned about a new winery that was proposed within 2,000 feet of one of their wells. He reminded Council that the challenge was that some things could be by-right uses. Mr. Davis opined that COLT was a great avenue to request that the County put some resources into the issues that were raised in the water report. He advised that he would be happy to work with the Mayor on that as appropriate.

In response to an inquiry from the Council, Town Manager Davis reported that the Town was waiting on the Soil & Water Conservation District Board to have a conversation about a rainwater barrel program. He noted that this was a component of the Sustainability Committee's recommendations and advised that he was working with them on the development of a community workshop, during which there would be an opportunity to purchase rainwater barrels at a discounted rate.

Mayor Littleton reported that COLT met last night; however, they forgot to talk about water issues. He advised that the mayors realized that this morning and have begun to have conversations about asking the County Board of Supervisors to look at water resource planning. Mr. Littleton suggested they may also speak to the Board about how data centers and other types of mixed uses could be stopped. He noted the argument was that the water that supported those came from the river; however, he advised that it may need to be utilized for other purposes in the future. Mr. Littleton reported that during the COLT meeting, the mayors heard a presentation from large-scale solar power developers who were promoting a bill in the State legislature that would prohibit localities from adopting ordinances blocking solar power development. He advised that rather, they wanted standards to be established that, if met, would require localities to consider their projects. Mr. Littleton advised that there was vigorous discussion during the meeting, with Mayor Ramsey summing up the comments to the effect that what was being discussed were projects that would encompass fifty to one hundred acres of land in Western Loudoun and that the issues were not about what was being proposed today, but rather were what would be proposed in fifty years. He noted that his concern was about the door this legislation would open and opined that the developers would return to the State legislature in the future to say they still were not getting what they wanted and ask that the legislation be amended to require localities to approve their projects if they met the standards. Mr. Littleton advised that Mayor Ramsey summed up that this was indicative of what was happening at the state level and noted that it was a question of whether

there was going to be statewide zoning or local zoning. He advised that the mayors raised short-term rentals as an example of the erosion of local control over zoning. Mr. Littleton noted that the developers complained their applications kept getting denied, to which he responded that “that’s how the democratic process worked.” He noted that he questioned why solar deserved special consideration, to which the developers questioned how were they to get their project through. Mr. Littleton advised that he told them they needed to do public engagement and public meetings, just like everyone else had to do. He thanked the reporter from Loudoun Now for attending the meeting and opined that it was a good one.

Information Items

Councilmember Leonard-Morgan reminded Council of the Annual Clean-Up Event to be held October 25th and asked that the members get the word out. In response to a request from Council, he confirmed he would have someone send out a meeting invite.

Closed Session

Vice Mayor Bernard moved, seconded by Councilmember Daly, that Council go into closed session as authorized under Section 2.2-3711 of the Code of Virginia, for discussion of an appointment to EDAC, as allowed under Subsection (A)(1). Vice Mayor Bernard further moved, seconded by Councilmember Daly, that Council thereafter reconvene in open session for action as appropriate.

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

No – N/A

Abstain: N/A

Absent: N/A

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

Mayor Littleton asked that Council certify that, in the closed session just concluded, to the best of each member’s knowledge nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in the motion, 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 Appointment – Economic Development Advisory Committee

Vice Mayor Bernard moved, seconded by Councilmember Daly, that Council appoint Trey Adams to the Economic Development Advisory Committee to fill an unexpired term, said term to expire December 31, 2026.

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

No – N/A

Abstain: N/A

Absent: N/A

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

There being no further business, Mayor Littleton declared the meeting adjourned at 7:01 p.m.

APPROVED:

ATTEST:

Trowbridge M. Littleton, MAYOR

Rhonda S. North, MMC, Town Clerk

October 6, 2025 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)

Rhonda North: Mr. Mayor. We are live.

Bridge Littleton: All right, we'll call the meeting to order. First item is Pledge of Allegiance.

All: I pledge allegiance to the flag of the United States of America. And to the Republic for which it stands. One nation under God, indivisible, with liberty and justice for all.

Bridge Littleton: Next up is roll call.

Peter Leonard-Morgan: Peter Leonard-Morgan.

Bud Jacobs: Bud Jacobs.

Darlene Kirk: Darlene Kirk.

Bridge Littleton: Bridge Littleton.

Chris Bernard: Chris Bernard.

Cindy Pearson: Cindy Pearson.

J. Kevin Daly: John Kevin Daly.

Pam Curran: Pam Curran.

Rhonda North: Rhonda North, Town Clerk.

Danny Davis: Danny Davis, Town Manager.

Martin Crim: Martin Crim, Town Attorney.

Bridge Littleton: Great. Okay, next item is public comment. If anybody would like to address Town Council on any item, they may have three minutes. Kevin.

J. Kevin Daly: No.

Bridge Littleton: Okay, good. All right, then, we'll close the public comment. And the next item is the public hearing on an ordinance to vacate a portion of Independent Street right of way to convey it to Catawba Associates Center [inaudible].

Danny Davis: I think you're looking at the next meeting agenda.

Bridge Littleton: Oh, jeez. I'm sorry. Hang on one second.

Chris Bernard: He wasn't at the review meeting, that's why.

Bridge Littleton: Yep. Hang on, hang on, hang on. Let me bring it up here. Sorry. Yeah, I was going to bring it up. Hang on. It's coming up. All right. Sorry. Yep. Next item is staff reports, and up is Rhonda.

Rhonda North: Thank you, Mr. Mayor. Continuing to prepare for the annual Volunteer Appreciation Reception, which will be held on October 29th at the end of this month. Working with Danny in 2024 the US Department of Justice implemented some local government ADA compliance rulings that will affect us related to our website and social media. So, starting April 24th, 2027, we will have to have closed captioning on all of our videos both our meeting videos and our social media videos. So, I do anticipate there will be a cost involved in that which means it will affect our next budget that we will soon be starting to work on. So, working with Danny to start figuring out what we need to do to be in compliance by that date. Just a reminder to council that your annual COIA training needs to be completed by December 31st of this year. If you have not taken that just a reminder of that. If you need the COIA training link again, I'll be happy to send it to you.

Bridge Littleton: Be sure you send it to Peter and Bud.

Rhonda North: Yes. [off mic] Send it to you. Actually, I think you've already completed it. You're one of. No, Kevin is one of the three. Kevin is one of the three? [off mic] Yeah. Yeah. On the town hall project the outdoor water fountain has been replaced, Mr. Leonard-Morgan. Veritas is continuing to work on the exterior trim deficiencies. We did have Boland Trane here on site today to look at the DOAS unit. They did identify that the gaskets that would sit under the DOAS unit were we're not installed as well as flashing, exterior flashing was not installed. And we had a missing small vent hood. So, they're working to procure those items gaskets. Not that big a deal, but the flashing is it's not normally a part that you would find because it comes with the unit from the manufacturer. So, they're working to secure those parts and will be coming back to do those installations. Those are important items for making sure the unit is working correctly. And that's all I have. Mr. Mayor.

Bridge Littleton: Any questions for Rhonda? Anyone else?

Bud Jacobs: Rhonda, what's the community services project that you reference in your memo?

Rhonda North: So, we've been trying to put together a project that all of the staff can work on to sort of do, you know, a little bit of team building? It's something an idea that Ali and Shaun and I have kind of put together. Danny did have a conversation with Martin, so we need to sort of step back and look at it a little further, so we're not ready to unveil that one yet.

Bridge Littleton: I do have a recommendation.

Rhonda North: We may have to rethink a little bit.

Bridge Littleton: You want to sand and paint the trim on my house? You know, it could use it.

Bud Jacobs: I was thinking landscaping on my place. [laughter]

Rhonda North: I'm not sure we'd have a whole lot of participation on those.

Bridge Littleton: Chris.

Chris Bernard: Just really quickly, Rhonda briefly noted it in the memo, but the other week, she did a great job. The third-grade class at the charter school is studying government this quarter. And I actually just got to go see their final project, which they set up a voting booth in their classroom, and they have a class constitution, and they elected class officers, and they got to come over here and do a tour of the town hall. But Rhonda went the extra mile and set up a mock Council meeting, where they all got to sit up here and talk on the microphone and discuss a couple topics that we brought them in town. It was really cool to see them engage and get excited about what we do over here. So, kudos to Rhonda for

setting that up. And they sent thank you notes. The kids have been running up to me. The teacher, like they all just said, thank you so much and great job. So, thank you.

Rhonda North: Thank you. But it was a team effort. And Danny and Shaun and yourself. [off mic] Yeah. You know, it's kind of. Yeah, it's kind of hard to compete with somebody who's got a bike and bulletproof vests and things like that.

Bridge Littleton: Any other questions for Rhonda? Okay. Next up is Ali.

Ali MacIntyre: All right. Good evening, everybody. Just a couple of updates. You do have my report. Just want to highlight, I know we talked about it last time. But we have been still debriefing. We've done, hopefully we're done debriefing from Middleburg Oktoberfest. And we're on to still planning for that event and improving it for year over year. But we have a few events before next year's Middleburg Oktoberfest. Those include all of the December activities that small event we have the first weekend in Saturday, first Saturday in December. I'm helping coordinate the food trucks and then, of course, the town business parking. We do that in partnership with MBPA and you know, food for the officers and things like that. So, we're of course, already working on Christmas in Middleburg and then the following events that month, which include carriage rides. Not Dickens, but it has a name now. I've just been calling it Not Dickens, but it's Jingle in the Burg. [laughter] Jingle in the Burg, which will take place on December 13th. So very similar setup will be shutting down South Madison Street. And this is MBPA's project, but we, you know, we do we certainly do help. There will be performances, dancers, little ones, little performances throughout the day and then street vendors on that street. So, we'll be doing that. And then instead of the Dickens of a Dog Parade, it'll be the Jingle Paws Parade. So that should be a lot of fun. We've been coordinating with National Sporting Library Museum, and Brick and Mortar to do that route again. So Yeah. Cannot believe the holiday season is almost here. Yes. And then we have just a few other events that we're planning with the Middleburg Arts and Community Events Council for 2026 that also includes the America's 250th, which we did have a meeting this week. That was this week. And with some of the community stakeholders to start planning. And we did settle that we will do our January kickoff event at the Middleburg Community Center. We're just trying to finalize a date for that. And just to involve, you know, Middleburg Community Charter School, the American Legion, things like that, to kick off the celebration for the year. That's all I have for now. Oh, and of course, Middleburg Film festival is next week. Sorry, I forgot to mention that. Race is this Saturday as well. Yeah, October 11th. So, lots of events. We're in the thick of event season. So Yeah. Yes, Darlene or Council Member Kirk.

Bridge Littleton: Darlene.

Darlene Kirk: Yeah. Thanks. I'll let you call me. Christmas in Middleburg day. Is there going to be things on South Madison Street or not? Just the next weekend it starts.

Ali MacIntyre: So, the vendors are for the next weekend. That for Christmas in Middleburg Day. Christmas in Middleburg works with King Street Oyster to have tables there. The only thing that I schedule is just a little food truck right in front of James' building. Yeah. Sorry.

Bridge Littleton: Any other questions for? Oh, Kevin or Pam?

Pam Curran: No, I think the race is the 18th?

Bridge Littleton: Middleburg Fall Races.

Pam Curran: I thought we were talking about.

Bridge Littleton: Saturday.

Pam Curran: Never mind. Different race. Never mind.

Ali MacIntyre: Rally Middleburg is the 18th. Yes. So, we will have two events next weekend. Lots of events.

Bridge Littleton: Who had one? Peter.

Peter Leonard-Morgan: Oktoberfest. A phenomenal event, but I've had quite a few people say they just really the queues I know you know this, the lines. And it was almost too successful. Great weather, great day. So, I guess that's one of the things you're looking at probably.

Ali MacIntyre: Absolutely. So, the lines the beverage lines were definitely something that were brought to my attention multiple times. So, we are looking at trying to alleviate the length of the lines perhaps by adding another beer ticket station or another beer serving station. So, we're working with Lost Barrel to work on that and some of our other vendors, as well as including more food vendors. The previous year we had a lot of food vendors, so we tried to pare down by a couple and we will need to increase that again just based on all the feedback. So, thank you. Darlene.

Darlene Kirk: I'd like the name Jingle in the Burg. I think that's cute. Are you going to do any, like, t shirts or anything, hats or anything like that? It would be cute.

Ali MacIntyre: I will bring that up to MBPA to see if that's something that they would want to bring, that they would want to do.

Bridge Littleton: Gotcha. What's next here? Sorry. Any other questions for Ali? Ali, thanks. Thank you. All right. Next up is. Where are we? Angela?

Angela Fletcher: Thank you, Mayor and Council. I just wanted to highlight that the audit team was here last week, Monday through Wednesday. Things seemed to go very well. Much smoother this year because they had access to Laserfiche. So, they were able to retrieve lots of the documents on their own. So, it was a help to them and me. They plan to have a draft ready in the next couple of weeks, and then they'll present to the Strategic Finance Committee on November the 17th, And then Council the following month. I don't know that we have a date set for that.

Danny Davis: Usually the first meeting in December.

Angela Fletcher: Yeah. And just wanted to point out that the August meals tax in TOT revenues that were payable in September saw a sizable increase. We're not sure that that's here to stay but did want to make note of that. Happy to answer any questions.

Bridge Littleton: Any questions for Angela? Okay.

Cindy Pearson: It's just good to see that you're still walking and talking after the audit. Good work. Yeah. [laughter]

Angela Fletcher: It's ongoing, but yes. Thank you. My eyes are a little glossy.

Bridge Littleton: So far.

Angela Fletcher: So far. Thank you.

Bridge Littleton: Okay, thanks. Next up is Chief.

Shaun Jones: Good evening. You have my monthly report before you. Just to highlight a few things that we have upcoming at the police department on October the 21st, at 10 a.m., we're going to have a fraud and scams class. It's going to be hosted here in our training room. So, I believe already sent out some fliers to you guys, so please let folks know on Wednesday, October the 22nd at 5:30 p.m., we're going to meet here right in front of the town hall. We're going to do a Walk Middleburg with Chief Jones. Just a way for us to get together as a community, get a little exercise in and do a small walk together. It's no race or anything. It's just getting the community together. October 25th, we go back to the Sustainability Committee with our annual Town Cleanup. Immediately following the Town Cleanup, we will be participating in the National Drug Take Back Day as well, from 10 a.m. to 2 p.m.. We're getting prepared for the

Christmas in Middleburg Parade. Met with some of my other local law enforcement partners earlier this week to discuss different things to help us get prepared for the parade. We also have the rally event that we are preparing for next week as well. Any questions?

Bridge Littleton: Anything? Any questions for Shaun? Chris.

Chris Bernard: Have you met with the Christmas Parade organizers?

Shaun Jones: Yes, we've met a couple of times. Okay.

Chris Bernard: Yes. You're good with, you've got everything you need from them?

Shaun Jones: I think for now I do. But I do have a list of things that I'm probably going to add and need some additional stuff for.

Chris Bernard: As long as you guys have an open dialog.

Shaun Jones: Yes, sir. Yes, ma'am.

Darlene Kirk: Thank you. What's going on with the bicycles? Because I haven't seen them. And then you were talking that the kids got to see them. Are they going to be taking them out?

Shaun Jones: The bicycles have been out for special events.

Darlene Kirk: Okay.

Shaun Jones: We've had them out for they were out for Oktoberfest. National Night Out, 4th of July. I'm sorry. [off mic] Wellness day. Also, we have plans for Frank to be on the bike for Halloween as well.

Darlene Kirk: Okay. That's good, that'll be going around the neighborhood. Also, Officer Melvin.

Shaun Jones: Yes.

Darlene Kirk: He was walking around town and some little some lady. I don't know who she is, an older woman, told me it's good to see you. Good to see our officers out walking in the town. It was early in the morning because I just happened to be there, but she was really pleased to see him too.

Shaun Jones: Yes, ma'am. I think we're going to have a step competition. Who can put in the most steps or something coming up real soon as well? So that's what we're talking about. So, we're instituting some other wellness initiatives for our officers as well. [off mic] Don't know.

Bridge Littleton: I don't know, you know, it's it'd be an interesting race.

Shaun Jones: I'm going to give mine to Schubert. [laughter]

Bridge Littleton: Any other questions for Chief? All right. Shaun, thanks.

Shaun Jones: Thank you.

Bridge Littleton: Next up is Mr.. Where's Mr. Moore? Oh, there he is.

Will Moore: Thank you, Mr. Mayor. You have my report. Just a couple of things to highlight both from the Historic District Review Committee. They've been very busy the last several months. But two fairly significant projects that are

upcoming. One is a rather extensive renovation to the Chronicle of the Horse building on the National Sporting Library Museum campus. At the end of the renovation, it will be hard to tell the difference from the outside, although there will be a porch, a small porch addition. But it is a very extensive renovation. Done primarily to accomplish the repurposing of the building now that the Chronicle Magazine is no longer housed there. They're converting it essentially into four floors of valuable art storage. So, it's a major project to get the space conditions so that it will be consistently the same temperature and humidity level year-round. So that's a really major project. And then also kind of many would say long overdue replacement of the fence around the Pink Box property. So, the picket fence will be coming down and a board fence will be going up in its place. But it was really well presented and well received by the committee. Happy to answer any questions you have on those or any of the other items.

Bridge Littleton: Any questions for Will? Okay. Thanks, Will. Next up is Town Attorney. Martin.

Martin Crim: Thank you, Mayor. You have my report. One update on that is with regard to number three on my report, the property maintenance code. I'm sorry. With regard to property maintenance, there's no update. With regard to number one, the MOU for enforcement of erosion and sediment control and stormwater management regulations. That is coming to you as an informational item at an upcoming meeting. We're not making any progress on the property maintenance code. Stand ready to answer any questions.

Bridge Littleton: Why is that on the progress?

Martin Crim: I've requested the draft MOU and draft ordinance but haven't received them yet.

Bridge Littleton: Okay.

Danny Davis: I followed up with the County Administrator today with a request just for understanding next steps. So, we'll keep it moving forward.

Bridge Littleton: All right, thanks. Any questions for Martin? Oh, okay. Miss North. Thank you.

Rhonda North: Thank you, Mr. Mayor. On the Asbury Church Restoration project. As I reported at the last meeting, we did the site investigation the hazardous materials test has been returned. No surprise, asbestos and lead paint was found, possibly some PCBs. So, we'll need to do some hazardous materials removal when we do that project. Next week we're scheduled to have some folks come in and do some minor small demolitions so we can see some covered spaces. What's behind those? As a part of the site investigation last week a building scan was done. Those results are now in. They've been sent to the architect. Timmons Group has drafted a base map that's complete and ready. And Glavé & Holmes has put together a REVIT model. So, all of this will be used to help develop the schematic design plans next week. Excuse me, the week after, on the 21st Glavé & Holmes and the team will be on site. They'll be interviewing the staff as well as the project committee. And then the end of the month, we're going to try to meet with the Loudoun County Building Official to talk about the uses of the space and what that means from a building code standpoint. On the oral histories project, we've got the voiceover recordings scheduled to occur two days next week, and then we should, towards the end of next week, start receiving the final versions of the individual videos, so both of those projects are progressing nicely.

Bridge Littleton: I watched the video. Really good.

Rhonda North: Yeah.

Bridge Littleton: Really good. Okay. Any questions? Yeah. Peter.

Peter Leonard-Morgan: Sorry. Without getting too technical, what is the building scan exactly? It's not floor plans, is it? Is it into the walls and all that sort of thing.

Rhonda North: So, they take special cameras and literally scan every inch of the building. That helps give them measurements of the building. You know, what's located everywhere. You know, it's like a virtual model.

Bridge Littleton: Is it a 3d virtual wireframe model?

Rhonda North: Yeah.

Bridge Littleton: Okay, Rhonda. Thanks. Next is consent agenda. Does anyone want the one item removed from consent agenda? All right, is there a motion?

Chris Bernard: I move that we adopt the consent agenda as proposed.

J. Kevin Daly: Second.

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

All of Council: Aye.

Bridge Littleton: Opposed? Abstentions. Okay. Next up is discussion item. An ordinance to vacate a portion of Independent Street right of way and convey it to the Catawba Associates, LLC. Mr. Moore.

Will Moore: Thank you, Mr. Mayor. You have my report. Just a quick rundown. This is a 40-foot-wide stretch of right of way that sits just to the east of the property at 404 East Federal Street, which is owned by Catawba Associates. And it lies between that property and the eastern town limits. On screen you will see the visual of this. I will note that this is using Loudoun County's GIS as a base. It's a great system, but in this case, the width of the right of way is a bit exaggerated. It is not quite as wide as it is depicted on this aerial. If you notice on the west side of the same property, there's another strip of right of way over here that's also 40ft wide. So, you can see those are and that, that is.

Bridge Littleton: That green is almost twice as wide. Yeah.

Will Moore: Correct, correct. But nonetheless, it is an unbuilt unimproved stretch of right of way. It was on the original plat of the town. However, there is no intent present or known in the future to actually construct a street in this location. I note in my memorandum that it would be very difficult to do so from an engineering standpoint. Topographically as well as where it connects into East Washington Street to get an approval from VDOT for a street connection at that location would be extremely difficult. The Comprehensive Plan does not identify a street location in this particular area. Do note in my memo that about two and a half years ago, this request was originally submitted it was reviewed at that time by the town's ad hoc property committee. At that point in time, it was recommended for approval of vacating subject to the town maintaining an easement over the area of property if it were ever needed for future installation of utilities, as well as a restriction on constructing any structures within that portion of vacated right of way. With the exception of fences. So, the request went dormant after that meeting for whatever reason. But it was re-initiated by Catawba earlier this year. And since then, I've been working in concert with the Assistant Town Attorney, working with Catawba's attorney on, on the deed to ensure that the easement would be properly established and the restriction on any structures being located there in the future would be in place. We are now satisfied that that deed is in an acceptable form should Council approve the vacation and conveyance. Also note within the memo that we did conduct an appraisal of the property. There are two values that are established there a fair market value for the land on its own, as well as a contributory value. Those amounts came in at \$9,250 and \$9,000, respectively. If Council does approve the vacation and conveyance, you could set a price up to the higher of those two if you wished. So, no more than \$9,250 could be charged for the conveyance of the property. Happy to answer any questions you have on this. This is for discussion only. I did note that the public hearing would be scheduled for your meeting in two weeks. However, due to public hearing notice requirements, we will actually have to push that to your first meeting in November for the hearing and potential action.

Bridge Littleton: Any questions for Will?

Bud Jacobs: Just one.

Bridge Littleton: Yeah Bud.

Bud Jacobs: Well, I don't remember. Did Peter and I make a recommendation on the value of the property two and a half years ago?

Will Moore: You did not. We had not conducted an appraisal. So, the actual recommendation was for a price to be established by Council.

Bridge Littleton: Got it. Thank you.

Will Moore: Yes, sir.

Bridge Littleton: Chris.

Chris Bernard: It's kind of a bigger question about is, I imagine this, you know, not being able to charge more than the highest appraisal makes sense, typically. But for a property like this with such a low dollar amount, I imagine nine grand's not even going to cover your time and Martin's time on this. So, I just wonder if maybe in the way, in the future, there's a way to avoid getting dragged into these long negotiations over something that is so trivial. Anyway.

Bridge Littleton: I think the hard part is there's a process you got to do. Yeah. And I think if I remember well, we're statutorily limited in what we can charge based on the appraisal or the higher value, whatever it is.

Will Moore: That is correct.

Chris Bernard: At this point. I'm sure we've spent way more than nine grand.

Will Moore: Oh yeah.

Chris Bernard: [off mic] Maybe next time we should just go. [off mic] Fine. Just let's expedite it. Yeah.

Will Moore: Yeah, I would quibble with that a little bit. We've not spent that much time. We have spent some attorney's fees as well as staff time. But we've not spent nearly that amount. I will note that we would be also we would be reimbursed for the cost of the appraisal as well as the advertising charges for the public hearing.

Bridge Littleton: Okay. Chief.

Shaun Jones: Good evening. We were asked to take a look at the take home program vehicle for our take home police vehicles. And seems to be that the program is operating effectively. So, you guys have asked for us to report back to you. So since then, issues of the vehicle program it's been very positive for our staff. And there has not been any significant issues to report at this time. So worked with Ari to get an average number of miles driven monthly per officer. And right there it shows the average number of each officer with the number of miles that is driven by the officers. Some of the things to take into consideration is that some of the officers had training. I apologize. I like to move around. Sorry. Some of the officers have had training that's on their days off. Some of them have more than 2-to-3-day school. One of them had a five-day school that they attended. So, during that time frame, when they're attending schools court or coming back to town for special events, that's extra added mileage to their vehicles. But it's broken down by the officers and the number of mileage there. We also try to take a look at the number of gallons driven. I mean, use per month. So, we looked at we added up the months, took an average of the number of gallons. And then we looked at the fuel cost prices. And that's what we came up as far as the amount of fuel that we spent per month. Maintenance and repairs. Since the implementation of the program, we have not had any serious maintenance issues. Cars seem to be running a little bit more effectively because they're actually getting the chance to get air out. Some of the minor stuff that we have done was normal oil changes, state inspections, but nothing really significant. We do; we are down to two spare vehicles. So, what we've determined that we're going to start doing is and to get miles. And, you know, instead of the vehicle setting the officer's going to take those vehicles home, leave their vehicle here, and then start cycling the spare vehicles. So that way we can

they're not just setting, they're actually running. Also, another thing that we started doing that is a little bit different is since July, Lieutenant Putnam is now doing an actual visual inspection of the vehicles. We're checking mileage. He's logging the mileage of the vehicles. He's also checking vehicles. Make sure there's no bumps, bruises or, you know, any damage to any of the vehicles or anything like that. So that's going on pretty well. So, we have two officers that have the vehicles initially at their homes, and the other three officers have had their vehicles parked at a safe location that was approved. And we verified, like Officer Hinegardner is at the Warren County Fire Station. Officer McCord is at the Hardwood fire station, and Lieutenant Putnam's vehicle is at the Culpeper Police Department overall. It's actually increased the morale of the officers. They feel that they're supported by Town Council. It's very positive, you know work environment. Officers also feel better, you know, that they can properly respond to the talent if needed. A couple incidents where they're on the way to work in town. For example, Corporal Davis, Assistant Loudoun County Sheriff's Office with a motor vehicle accident. Same with Fauquier Sheriff's office. And on this end of town, I mean the county. Sometimes it's good to have that extra officer out there, because it takes a little bit of time for them to have additional officers for their agency to get out here as well. Some of the comments of the officers is actually saving them money because there's less wear and tear on their personal vehicles and so forth. Do you have any questions?

Bridge Littleton: Pam?

Shaun Jones: Yes, ma'am.

Pam Curran: You know, I think at one point when we talked about this, it was to help us recruit additional officers.

Shaun Jones: Yes.

Pam Curran: Has this helped?

Shaun Jones: It helped tremendously. You know, our two last two full-time officers that we hired, that was one of the reasons why they came here as well.

Bridge Littleton: Did we had the program before Frank started?

Shaun Jones: No, we actually got it when he first got hired. That was I mean, we didn't have.

Bridge Littleton: But he didn't get hired. So, it wasn't the reason he joined the force.

Shaun Jones: I'm sorry. We were in the process of getting that program approved. And when we said that we were having to take on vehicles, that's about to take place, we're in the process of getting the vehicles outfitted. And as soon as we got that, we started the program. He came on right at the almost the beginning of the program at the cost of the program, basically.

Bridge Littleton: Okay. Any other questions.

Shaun Jones: Sir?

Bud Jacobs: Quick comment I enjoyed your Coffee with the Cops event.

Shaun Jones: Thank you.

Bud Jacobs: Our little police department and 45 sheriffs and including the sheriff. But I should mention one of the officers from one of the sheriffs I spoke with briefly actually mentioned the program, and not in a positive context. He was kind of jerking my chain, saying, hey, you guys got a lot of money. You can do something like that. But I disabused him of the money notion and explained why we did it. And he was pretty positive. So, you were right. And I was wrong.

Bud Jacobs: Someone record that? Oh, and we did. [laughter]

Shaun Jones: Can we get a repeat?

Bridge Littleton: Any other questions? Shaun, I have one question.

Shaun Jones: Sure.

Bridge Littleton: About mileage. So, I'm looking at the mileage. And so, is this the total mileage for the month or just their mileage driving to and from home?

Shaun Jones: This is no. This is the average mileage per month that that's included. When they're here, if they're on duty their whole from the time they leave and so forth.

Bridge Littleton: What was it? What was the do we know what the average mileage was on a vehicle before we did the program on a monthly basis?

Shaun Jones: No, sir, we did not.

Bridge Littleton: Okay. So, I'm just curious how much mileage it added. Right.

Shaun Jones: Yeah, we're.

Bridge Littleton: Oh, yeah. I mean, it's probably 200 miles, right? Yeah. So, because I mean, like, back of the envelope math, right?

Shaun Jones: Yes, sir.

Bridge Littleton: I mean, let's say it's 100 or 150. That's 20,000 miles additional per car.

Shaun Jones: Yes, sir.

Bridge Littleton: That's a lot of mileage, you know, so you will see wear and tear show up. You know, I mean, 20,000 miles is I think the national average is 12 or 14. So that's, you know.

Danny Davis: And that was part of the information that we provided during that analysis of the distance that Council was comfortable with. And I think as the program goes along over the next six months, and maybe I think it's incumbent upon us to continue updating you every six months on how it's going. And if we need to look at any adjustments to the program, we can. If it starts to create any additional burdens in any way we can. We did a high-level analysis of fuel costs. It's not quite the costs aren't adding up well. It appears that we spent less in these past six months than the same period of time the year before, and that just seems hard to believe. So, I'm not sure if that's a factor of when we got bills from the gas company or something else, but we'll keep looking at those direct costs as well as we'll have a baseline to track our mileage off of.

Bridge Littleton: So, I mean, one of the question this is I don't know what this is an issue for the town. I don't remember us talking about it. So, this is like a company car, right? So, is it?

Danny Davis: It's not taxable because they're officers.

Bridge Littleton: Okay. That was my question.

Danny Davis: Yep.

Bridge Littleton: Okay. Any other questions for Shaun? Yeah. Question.

Chris Bernard: So, this is good. I think, like Danny said, we should do check-in periodically. And this has a lot of data points in it that are kind of in a vacuum, right? And so, I think next time, what would be very interesting is comparables, right? So, here's how it was before. Here's how it was the first six months. And then so on.

Shaun Jones: That's what we're working on as far as the fuel thing. We've actually come up with a new system. So, when we get fuel, we have a log sheet that we fill out right directly there. But so, it can keep track a little bit better once they get fuel. We have a computer. They can do it on an Excel sheet. Everything goes directly to her so she can keep better data records for us as well. So, we can present it to you next time.

Bridge Littleton: Thanks.

Shaun Jones: Thank you.

Bridge Littleton: Okay. Next up is the well level and drought conversation, Mr. Davis.

Danny Davis: Thank you, Mr. Mayor and Councilmembers. Just a couple of background items as noted here. We continue to lag behind our annual rainfall averages by about eight inches for the year to date and cumulative since January 1st of 2024 by 16.5in. So, we've seen two solid years of drought. In fact, probably the year before was low as well. So, we're seeing the impacts of that. As noted here, the national system is not being updated in terms of drought analysis because of the federal government shutdown, but Virginia continues to update theirs. And of continued concern is they're seeing emergency and setting emergency conditions related to groundwater and also streamflow for the Northern Virginia region. Then that's based on percentile of where those measurements fall historically. So, Loudoun County, the northern Virginia area, is in a drought watch status. Well L and P continue to be about the same as we've seen and shown you at the last few meetings. So, they're holding steady. Well L is not recovering back to where it used to be again many years ago. And that could just be part of this long-term drought. And so, we'll keep watching that. Well 4 is doing fine. It's not gotten worse, which is good. And in fact, if, as you see on the chart, on the second page is not going below the transducer as frequently, though, we did have a few SCADA issues there. A couple of things with that. One is we have been supplementing the low-pressure side. That's the town, more town side of the system with water from the Stonewall plant just to reduce the pressure on Well 4. It had been we've been trying to pump it at about 100,000 gallons. I'm sorry, that's not the right number, but we've been trying to pump it at a high level and wanted to try to dial that back to give it more time to recharge. And second of all, as noted here, we did just put a VFD Variable Frequency Drive on Well 3, which will allow us to pull water out at a more measured flow which hopefully will reduce what in water terms is called turbidity, what we often call as the discolored water with the iron and manganese getting stirred up in it. And so, if we can pull water out that has less of that in it, it will cause fewer issues and complaints throughout town. And so, Vince has started to supplement Well 4 with some water from Well 3 again to offload the pressure from Well 4 so we can run that at times just to help again fill tanks and get things running at a good static level. So right now, everything's running okay and no causes for concern or need to go into any additional steps of conservation. The challenge continues to be limited precipitation. No. No major storms, no major tropical events. So, we'll continue watching this. We'll just update you meeting by meeting. Vince is doing a great job balancing the production of all the different areas and making sure that that they're working well. It also, just so you know, causes us a little bit of just extra planning when we look at infrastructure projects or any other specific projects in the water system, normally we would have done a flushing of the water mains at least once, if not twice already this year. We have avoided that just so we don't use all that extra water because it takes so much more to replenish our tanks. Similarly, we have some water tank projects, specifically on the Stonewall tank on the west side of town that's our biggest tank at 300,000 gallons. And we want to avoid any kind of activity that would require us to drain that tank or have it offline for more than a brief period of time because of the strain it would take to refill that tank, and also for the rest of the system to keep up when our wells are already kind of at a holding point of keeping our production levels where they need to be. So that's a lot of information, I realize that but continued to. We're in a good spot. Oh, and one last thing on Well 4. Vince has been working with our instrumentation team to install a deeper transducer that will be just above the well pump. So, whereas now the data we get ends at 295ft. This will be set somewhere probably around 475ft. So, we'll be able to see actual true data about how far we're drawing down Well 4 instead of we're flying blind a little bit with some of this information. So, I'm happy to answer any questions you might have.

Bridge Littleton: Anything for, Danny? Bud. Oh, Darlene. Sorry. Go ahead, go ahead.

Darlene Kirk: My question is, I know we're telling. Are we still telling people that have pools that they should bring the water in?

Danny Davis: We're in voluntary measures. So, we are strongly encouraging people to find alternate sources for whether it's topping off pools, though many pools are closing as of now.

Darlene Kirk: But we just approved someone to build a pool, so that's why I was concerned.

Danny Davis: Sure, sure.

Darlene Kirk: She was told, you know, you need to bring it in.

Danny Davis: Yeah. Typically, when they get to a point of filling the pool for the first time, they will haul water in for that, because it's so much water that they wouldn't want to be filling it with the town water anyway. But we'll make sure and try to work with them. And yeah, typically those take a good 3 to 6 months to build.

Bridge Littleton: Bud.

Bud Jacobs: Danny, I appreciate your report, and I appreciate your advances and others paying attention to this issue. But I want to disagree a little bit with the tone of your presentation. You said there's no cause for concern. There's great cause for concern. We're in a drought. Our water levels are not where they need to be. The Loudoun report that we all know about has highlighted how potentially dangerous this situation is going to be for the county as a whole, at least for those jurisdictions relying on groundwater for their supply. I would ask that when we talk about this, we not say things like, we're in a good place where we're not in a good place. We are in a good place, perhaps for the near term. We may or may not be for the longer term. And this is so much of our decision making and controversy. Depends on the words we use when we describe the issues. So, I don't want you to redraft anything. I'd like the neutral tone of your written report, but in this body's verbal discussions, I think we need to be more careful. If there's no reason for concern, then why are we in? Why are we in voluntary water rationing at this point? Thank you.

Danny Davis: Yes, sir.

Bridge Littleton: Yes.

Cindy Pearson: I just wanted to say too that the article in Loudoun Now was really great on opening people's eyes all around the county and some problems that really need to be worked on. So necessary. It's not just our problem. And also, I want to say thank you for the work that's been done under the water tower. It sure looks a lot better. So that's appreciated.

Danny Davis: Yes, ma'am. They left the fences in very poor condition. So, it was good to get that updated. And they'll be, I think, painted at some point, we hope. I will note, Mr. Mayor, and I'm not sure if you had a chance to talk to the other mayors, but I did reach out to some of the town managers who rely on wells for their water. And I know that some of the other towns are seeing very similar concerns that we're seeing with water levels being down from where they used to be years ago. And concerns about similar to where we are. I mean, things are holding, but they could go into a crisis mode quickly if things don't improve. So clearly, we're not the only ones. And, you know, we continue to look at our resources, as I know the other towns do as well.

Chris Bernard: And since it's not completely something we can control ourselves, I know, you know, if the other towns are seeing this, and I'm sure this has come up at COLT, but are they passing their concerns along to the board? Because I know there are some upcoming applications for some maybe large water usage things going on in Western Loudoun.

Danny Davis: You're asking about the other towns. I know that not to speak for them. I know that Round Hill is very concerned about a new winery that is going being proposed within, I think, 2000ft of one of their wells. The challenge with some of those is those are could be by right uses. And so, I do believe that COLT would be a great avenue to request the county and the county board to put some resources into these issues that have been brought up in the report on water resources. So, I'm happy to work with the Mayor on that as appropriate for their consideration. But that's as much as I know about what the other towns are expressing to concerns about surrounding development.

Pam Curran: Danny, remind me, where did we leave the rainwater barrels?

Danny Davis: Waiting on soil and Water Conservation District? They needed to take it to their own board and have some conversations. And then that was a piece of the Sustainability Committee's recommendation as well. And so, I think working with Sustainability Committee and so on and water to do a community workshop and then through that make opportunities to purchase those at a discounted rate. So, we're still waiting on them for now. Okay.

Bridge Littleton: Yeah. Okay. Any other questions on that one? All right. Information item, oddly enough we did have a COLT meeting last night. The one item we forgot to talk about was water. But literally this morning, Scott Ramsey texted everybody and said we forgot to talk about water. So, and we've already been going back and forth about asking them to restart the Loudoun water, not Loudoun Water, but the resource planning. And also, you know, the note was maybe we should all go speak to the board sometime and just say, we need to be thinking about, you know, how we do data centers and how we do these other types of mixed uses. And, you know, we have to stop. I think one of the comments was we have to stop saying, oh, well, that brings it from the river. Well guess what? The river is a source of water that could be utilized down. It might need to be utilized down the road for other things. So, let's not just keep saying, oh, we'll just use the river because that's you know, bottomless. It's not. The other thing was the meeting we had last night, it was good meeting. We had a presentation from a nonprofit organization that basically represents large scale solar power developers. And the issue was they are promoting a bill in the state legislature which basically says you can't have an ordinance which blocks solar power development. And you can, you know, and what they want is certain standards to be established. Right. So that if these standards are met, you have to consider you're required to consider it. You can still vote no, but you still but now you have to consider it. You can't literally have an ordinance that says we do not allow X, Y, or Z in any municipal right, whether it's a town or city or a county. There was a very vigorous discussion. I provided a lot, Scott Ramsey sort of summed it up great at the end. But I think every one of you know what and when they say a solar project, right, you're talking 50 to 100 acres, or more is kind of what they're talking about. Or maybe 10 to 20 acres or more. So, I mean, the seven towns in Loudoun, I mean, Leesburg didn't have that much, you know? So, it's not that it affects us, but it we were speaking on behalf, I think, of western Loudoun. Right. And it was very classic. It was oh, that's not what's happening today. And we're like, it's not about today, it's about the next 50 years, you know. And one of the comments I provided was my concern is the nose under the tent. Right. This year it's only oh, you know, just always consider it. But then in two years you come back and say, well, they're still not giving me what I want. So as long as you know, we've got the standards established if it meets the standards, you must approve it. Right. And I said, that's the type of stuff we're worried about. I even made the point. I said, well, would you be willing to publicly commit? You would never support, you know, if you met the standards, it must be approved type of legislation. And you know, I didn't get an answer. Scott summed it up at the very at the end in a really good way, is that this is indicative of many things that try to happen at the state level. Is it okay, we're just going to start having statewide zoning or are we going to have local zoning? Right. And it's just the yet another permissible evidence that the next person goes, well, you did it for the solar. Let me have a statewide kind of thing. Exactly. And it's just and we brought up Airbnb gave us an example. So, it's sort of eroding that local control of zoning. And I, you know, the lady who was their lobbyist, she used to be at the city of Alexandria for a while. And the guy kept saying, well, we keep getting denied applications. And I said, that's the democratic process. You know, why is solar deserving of a special consideration? You know he's like, well, you know, how else should we get it through? I'm like, it's called public engagement. It's called public meetings. It's called talking to the elected official, just like every other industry has to do. You know why? Why are you special? And you know, it was. Well, the applications take so long. Well, every power application takes the same length. Why this regional organization that controls the power lines, right? It's called PWG or PWJ or something like that. What's that? PMJ yeah. And I was like, well, does solar get treated different than, you know, natural gas? Well, no everyone's the same. Well, they have to look at it like okay, so you're sort of labeling your whole argument. But so, they thanked us for the time, and they left. And then we had an interview from Loudoun Now. It was grueling. I'm nervous for the article that comes out, but no, we really appreciate

Norm attending, and it was a good meeting. Everyone was in attendance and in the basement of the Leesburg Town Hall, the big conference room Kelly's private conference room was too small for that many people.

Peter Leonard-Morgan: How was your filter for the interview?

Bridge Littleton: Huh?

Peter Leonard-Morgan: How was the filter?

Bridge Littleton: Oh.

Peter Leonard-Morgan: Your personal filter. [laughter]

Bridge Littleton: I trust Norm.

Bud Jacobs: Hopefully Norm is not. [off mic]

Bridge Littleton: Yeah, exactly. Yeah. So, anyway, that's the only information item I had. Anybody else? All right. Yeah. Peter.

Peter Leonard-Morgan: Well, I can't really follow that very easily, but the Chief did mention about the cleanup. We do have a meeting here two days before the cleanup. I was going to mention it then, but we sent our intern around town, that was me today with the posters to put up in all the as many of the shops as possible to get as many volunteers as possible. So please put the word out. 8 a.m. or 7:45.

Bridge Littleton: When?

Peter Leonard-Morgan: On the 25th. Saturday, the 25th.

Bridge Littleton: Of October.

Peter Leonard-Morgan: Of October.

Bridge Littleton: Ali or would somebody from the Sustainability Committee or the town office send a meeting invite?

Peter Leonard-Morgan: It would be a pleasure. I'll have the intern do it.

Bridge Littleton: Thank you. Oh. Even better. Alright. Unless there's nothing else, I think we have to have a closed session.

Chris Bernard: It'll be quick. I move that Council go into closed session is authorized under section 2.2-3711 of the Code of Virginia for discussion of an appointment to EDAC as allowed under subsection A1. I further move that Council thereafter reconvene in open session for action as appropriate.

Peter Leonard-Morgan: Second.

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

All of Council: Aye.

Bridge Littleton: Opposed? Abstentions? Okay. All right. I ask that Council certify that in the closed session just concluded, to the best of each member's knowledge, nothing was discussed except the matter or matters specific identified in the motion to convene the session and two lawfully permitted to be discussed in a closed session under the provisions

of the Virginia Freedom of Information Act, as cited in the motion. I would like to remind those present for the closed session the name discussion that occurred within it should be treated as confidential.

Peter Leonard-Morgan: Yes.

Bud Jacobs: Yes.

Darlene Kirk: Yes.

Bridge Littleton: Yes.

Chris Bernard: Yes.

Cindy Pearson: Yes.

J. Kevin Daly: Yes.

Pam Curran: Yes.

Bridge Littleton: And with that meeting adjourned.

Peter Leonard-Morgan: Oh, hold on.

Bridge Littleton: Oh, [multiple speakers]. It's meeting reconvened.

Chris Bernard: This meeting got real spicy, real quick.

Bridge Littleton: Chris.

Chris Bernard: I move that Council, appoint Trey Adams to the Economic Development Advisory Committee to fill an unexpired term. Said term to expire December 31st, 2026.

J. Kevin Daly: Second.

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

All of Council: Aye.

Bridge Littleton: Opposed? Abstentions? Okay. Now, the meeting is adjourned.