# Agenda

# Town Council Regular Meeting Town Hall Council Chambers 6 E. Pennsylvania Avenue Lovettsville, VA 20180

# Thursday, December 16, 2021, at 6:30 PM

**\*This meeting will be held through electronic means\***

Pursuant to and in compliance with Virginia Governor’s Executive Orders 79 and 51 and by motion of Town Council (June 24, 2021) this meeting will be held at the Council Chambers at 6 E. Pennsylvania Avenue. The Mayor, Council Members, and staff will participate in attendance of the meeting.

Written comments regarding items on this agenda can be submitted to [clerk@lovettsvilleva.gov](mailto:clerk@lovettsvilleva.gov) by 3:00PM on the day of the meeting.

Members of the public may access and participate in this meeting electronically using the link or call-in number provided below:

Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/87946303887?pwd=TmFEV3RTeUErRDQrYlg0dy9oS1pqdz09>

Webinar ID: 896 6405 4838

Passcode**:**  877444

Or Telephone:

US: 1 301 715 8592, or 877 853 5247 (Toll Free), or 888 788 0099 (Toll Free)

1. **Call to Order/Pledge of Allegiance**

Town Council Present:

Town Council Absent:

Town Staff Present:

1. **Presentations/Proclamations/Resolution**
   1. **2021 Light Up Lovettsville Awards**
   2. **Lindsey Carmello Bench Dedication Proclamation**
   3. **Auditor’s Presentation of Fiscal Year 2021 Financial Report**
2. **Comments from the Public**
3. **Committee Reports**

1. **Appointments (Commissions and Committees)**
   1. **Oktoberfest Committee Member-** Toni Yates
2. **Additions/Deletions/Modifications to the Agenda**
3. **CONSENT AGENDA**

THE FOLLOWING ITEMS ON THE COUNCIL AGENDA WHICH ARE CONSIDERED ROUTINE AND/OR NON-CONTROVERSIAL SHALL BE ACTED UPON BY A SINGLE ROLL CALL VOTE OF THE COUNCIL. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A MEMBER OF COUNCIL SO REQUESTS, IN WHICH EVENT THE MATTER SHALL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED **AT A LATER DATE**.

* 1. **November 13, 2021 Town Council Retreat and November 18, 2021 Town Council Meeting Minutes** – Approval

**Motion:** *I move to approve the Town Council November 13, 2021 Retreat and November 18, 2021 meeting minutes as included in the December 16, 2021 staff report.*

* 1. **Town Council Priorities and Town Manager’s Recurring Work Plan** – Approval

**Motion:** *I move to adopt the Town Council priorities and the Town Manager’s work plan and 6-month goals as discussed and approved during the Town Council November 13, 2021 Retreat.*

* 1. **Procurement Awards for Utility Items** – Approval

**Motion:** *I move to award procurement contracts of $30,504 to Shreiber for the replacement of the Media Filter at the Wastewater Treatment Plant and $17,860 to Visu-Sewer East, LLC for inspection of 7,600 linear feet of sewer line via camera to identify I&I repairs and maintenance.*

1. **Town Manager’s Report**
2. **Public Hearing**
   1. **Amendments to the Town Charter-** Public Hearing

**Motion:** *I move to approve Resolution 2021-12-0002 to affirm the proposed amendments to the Town Charter as included in the November 18, 2021 staff report and direct staff to provide the revisions to the Town Charter to the Virgnia General Assembly delegations representing the Town of Lovettsville for consideration in the upcoming 2022 General Assembly Legislative Session.*

* 1. **FY 2022 Budget Amendment- Supplemental Appropriation of American Rescue Plan Act of 2021 Funding** – Public Hearing

**Motion:** *I move that the General Fund and Utility budget is hereby amended; a supplemental appropriation of $1,140,231 of ARPA funding is hereby made for fiscal year beginning July 1, 2021 and ending June 30, 2022; and*

*I further move that the ARPA Funding Implementation Plan is hereby amended to decrease the previously approved allocation to the Utility/Nonprofit Utility Assistance Escrow by $4,815 in order to align the ARPA funding plan with ARPA funding totaling $1,140,231.*

1. **Action Items (for approval by ordinance, resolution, or motion)**
   1. **FY 2022 Supplemental Appropriation for Replacement of Flooring in the Town Administrative Building** – Approval

**Motion**: *I move that the Fiscal Year 2022 General Fund budget is hereby amended and a supplemental appropriation of $10,000, comprised of a $4,000 contribution from Fuog/ Interbuild, $1,000 of insurance reimbursement proceeds, and $5,000 in Unassigned General Fund Balance, is made for the replacement of flooring at the Town Administrative Building.*

1. **Discussion Item**
   1. **2022 Oktoberfest “Next Steps” Implementation Plan** – Discussion
2. **Closed Session**

**Motion:** *I move that the Lovettsville Town Council convene in closed session pursuant to Va. Code section 2.2-3711 A 8 and Re-Convene in Regular Session and thereafter reconvene in open session for action as appropriate.*

8.) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter regarding staffing salaries, staffing structure and updates to ongoing legal matter.

1. **Information Item (for Information Purposes only, no Discussion necessary)**
   1. **October/ November 2021 Financial Report** – Informational
2. **Preliminary Agendas for Upcoming Meetings**
   1. **Upcoming Town Council Meetings, Additions, and Modifications** – Informational
3. **Comments from the Mayor and Town Council**
4. **Adjournment**