



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Agenda
Thursday, November 8, 2018
Town Office, 10 W. Marshall Street
6:00 PM



- I.** Call meeting to order
- II.** Pledge of Allegiance
- III.** Roll Call
- IV.** Public Comment
- V.** Public Hearing and Related Action Items
- VI.** Special Recognition by Mayor and Council
 - VI.A.** Introduction of New Town Administrator
- VII.** Public Presentations
 - VII.A.** Resolution Honoring Richard Kirk - Gary Clemens, Loudoun County Clerk of the Circuit Court
 - VII.B.** Oath of Office - New Councilmember
 - VII.C.** Oath of Office - Officer Ryan Gray
 - VII.D.** Unsolicited Proposal for Location of Town Administration Building - Steve Plescow/American Legion
 - [St Mawes TC Presentation 8NOV18.pdf](#)
 - [ST MAWES PROPOSAL - TOWN OFFICE SITE.pdf](#)
 - VII.E.** FY '18 Audit Report - Mitchell & Company
 - [Mitchell & Co - 2018 Audit Presentation.pdf](#)
 - [FY 18 Audit Report - Mitchell & Company.pdf](#)
 - VII.F.** Save Our Loudoun - Rockwool
 - [Save Our Loudoun FLIER-Rockwool - 10012018.pdf](#)

VIII. Staff Reports

VIII.A. October 2018

[October 2018 Utilites Report.pdf](#)
[Administrator's Report-2018-11.pdf](#)
[Town Clerk Monthly Report - October 2018 \(revised\).pdf](#)
[Business Economic Development Update - November2018.pdf](#)
[Treasurer Report - October 2018.pdf](#)
[Town Planner report 2018_11.pdf](#)
[Police Department - 2018-10.pdf](#)
[Town Attorney Report - October 2018.pdf](#)
[Action Tracker - 11-07-2018.pdf](#)

IX. Reports of Town Committees/Council Liaisons (if applicable)

X. Consent Agenda

X.A. Council Approval - October 11, 2018 Regular Meeting Minutes; October 16, 2018 Emergency Meeting Minutes; October 25, 2018 Work Session Minutes
[10-11-18 - Regular Meeting.pdf](#)
[10-16-18 - Emergency Meeting.pdf](#)
[10-25-18 - Work Session.pdf](#)

XI. Action Items (Non Public Hearing Related)

XI.A. Bid Award - West End Pumping Station Project
[Council MO re ECUC Contract Award-W End PS Upgrade-11.1.18.pdf](#)
[W. End Pump Station Upgrade Contract-ECUC-2018-rev.pdf](#)
[Bid Summary-W End PS Project-10.10.2018.pdf](#)
[WEPS IFB Specifications.pdf](#)
[WEPS IFB Drawing Set.pdf](#)
[IFB Ad-Town of Middleburg_ West End Sewage Pumping Station-September 2018.pdf](#)
[West End Sewage Pumping Station - Addendum 1-9.17.18.pdf](#)
[West End Sewage Pumping Station - Addendum 2.pdf](#)
[West End Sewage Pumping Station - Addendum 3 r1.pdf](#)
[West End Sewage Pumping Station - Addendum 4.pdf](#)
[W.End Pump Station - ECUC Bid.pdf](#)

XI.B. Health Center Fund Donations
[Council MO re HCAB donation req 2018-19.pdf](#)
[HCAB Donation List-FY19.pdf](#)
[HCAB - Windy Hill-Funding Request-2018.pdf](#)
[HCAB - 7 Loaves-Funding Request-2018.pdf](#)
[HCAB - Museum-Funding Request-2018.pdf](#)
[HCAB - FISH-Funding Request-2018.pdf](#)

[HCAB -CBBCF Funding Request-2018.pdf](#)
[HCAB -Backpack Buddies-Funding Request-2018.pdf](#)
[HCAB - APTB Funding Request-2018.pdf](#)
[HCAB - MCC Request-2018.pdf](#)

XII. Discussion Items

XII.A. Proposed branding logo & tagline
[Draft Branding update memo November-6-2018 -DD.pdf](#)

XII.B. Council Holiday Meeting Schedule; Holiday Luncheon; Gift Certificates
[Memo - Holiday Luncheon - 2018.pdf](#)

XIII. Information Items

XIII.A. Strategic Initiative Item Review - Mayor Littleton - Land Use Partnership with Loudoun County

XIV. Closed Session

XIV.A. Legal Advice by Counsel; Appointments to Town Committees; Personnel
[110818 - Closed Session - Legal Advice, Appts to Committees, Personnel .pdf](#)

XV. Adjournment