

**MINUTES**

**BERRYVILLE TOWN COUNCIL  
Special Meeting  
July 29, 2025  
5:00 p.m.**

A meeting of the Berryville Town Council was held on Tuesday, July 29, 2025, at 5:00 p.m. at the Berryville-Clarke County Government Center in Berryville.

**Town Council**

**Present:** Harry Lee Arnold, Jr., Mayor; Erecka L. Gibson, Vice Mayor; William Steinmetz; Diane Harrison; Grant Mazzarino.

**Absent:** Ryan Tibbens

**Staff**

**Present:** Keith Dalton, Town Manager; Brandel Kelsey, Town Clerk; Terry Russell, Community Development Director

**Press** Mickey Powell, Winchester Star

**1. Call to Order**

Mayor Arnold called the meeting to order at 5:00 p.m.

**2. Approval of Agenda**

Mr. Mazzarino moved to approve the agenda as **amended**. The motion passed by voice vote.

**3. Unfinished Business**

*Proposed Amendments to FY26 Budget*

Mr. Dalton asked that the Town Council agree to set a public hearing about amendments to the FY26 Budget. The amendments are as follows:

1. Mosby Blvd and E Fairfax St sidewalk projects- Move \$100,000 from the general fund revenues Transportation Alternatives Program (TAP) Project Matching Funds Reserve and add to revenues for FY26.
2. Dorsey St Water Main Replacement Project- Move \$150,000 from the Water Distribution System Reserve and add to revenues for FY26.
3. Sewer Main Rehabilitation- Move \$300,000 from the Sewer Collection Reserve and add to revenues for FY26.

**Mrs. Harrison moved that the Council of the Town of Berryville set a public hearing on the attached proposed amendments to the FY26 Budget for September 9, 2025 at 7:00 p.m. or as soon thereafter as the matter may be heard.**

*IFB #2025-04 Mosby Blvd and East Fairfax Street Sidewalk Project*

Mr. Russell stated VDOT approved the IFB #2025-04 Mosby Blvd and E Fairfax St Sidewalk Project. He then proceeded to speak from the power point **attached**. Mr. Dalton added there is enough in the Town funds for the project. Mrs. Harrison asked if sidewalk funds from other sidewalk projects can be transferred. Mr. Dalton said yes. Mr. Russell advised that the IFB looks different than they usually look because it is one the state requires. The Pre-Bid meeting will be on August 7, 2025 in the main meeting room and the Bid meeting will be held on August 28, 2025 also in the main meeting room.

**Mr. Steinmetz moved that the Council of the Town of Berryville approve the issuance of IFB#2025-04 and authorize the Town Manager to finalize the IFB documents in accordance with State and Federal requirements, and, if the bid does not exceed available funds, award the IFB and execute documents.**

#### **4. New Business**

*Erosion and Sediment Bond Reduction- LGV Group, LLC*

Mr. Russell discussed the LGV Group bond reduction. The original bond was for \$124,218 and LGV is requesting it be reduced by \$114, 218, leaving \$10,000 for retainage. The engineer has requested review of an as-built site plan. Mr. Russell suggests the Council authorize the Town Manager to reduce the bond when the requirements of the ESC bond have been satisfactorily completed.

**Mrs. Harrison moved that the Council of the Town of Berryville reduce the amount retained for the LGV Group LLC Erosion and Sediment Control Bond to \$10,000.00 when the Town Manager determines that the requirements of the Erosion and Sediment Control Plan have been satisfactorily completed.**

*Set Erosion and Sediment Bond- Hillson Grove Subdivision*

Mr. Russell informed the Council the Erosion and Sediment Bond needed to be set for the Hillson Grove Subdivision. He explained the on-site ESC infrastructure and necessary public improvements on S Church St and Turner Ct. The suggested bond is \$191,858.13 and that includes a 25% contingency. The engineer finds this proposed bond to be satisfactory. Mr. Mazzarino asked Mr. Dalton if he thought it was a reasonable amount and Mr. Dalton stated Pennoni said it is.

**Ms. Gibson moved that the Council of the Town of Berryville approve the Erosion and Sediment Control Bond as presented in the amount of \$191, 858.13.**

#### **5. Other**

*Notice of Special Meeting Document*

No action required.

**6. Adjourn**

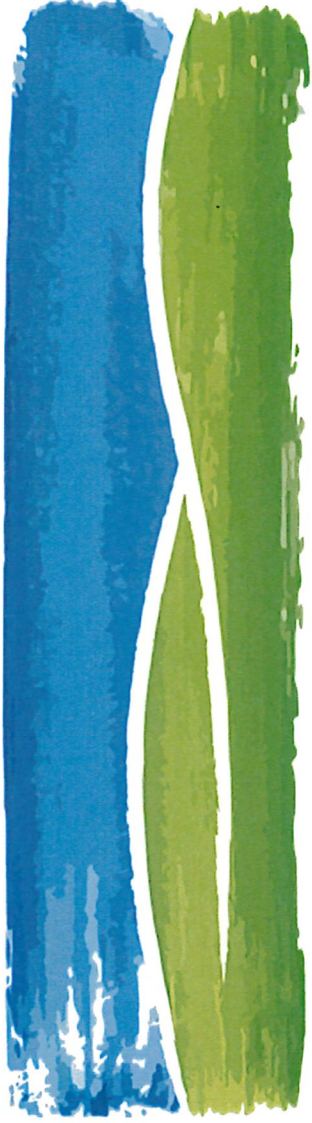
**The Council adjourned at 5:25 p.m. on a motion by Ms. Gibson.**

---

Erecka L. Gibson, Vice Mayor

---

Brandel Kelsey, Town Clerk

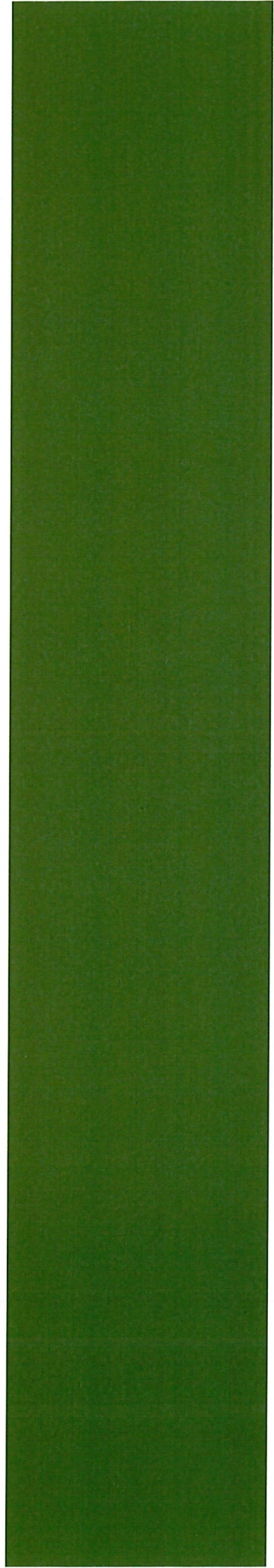


**BERRYVILLE**

**EST. 1798**

*Genuine*

**VIRGINIA**









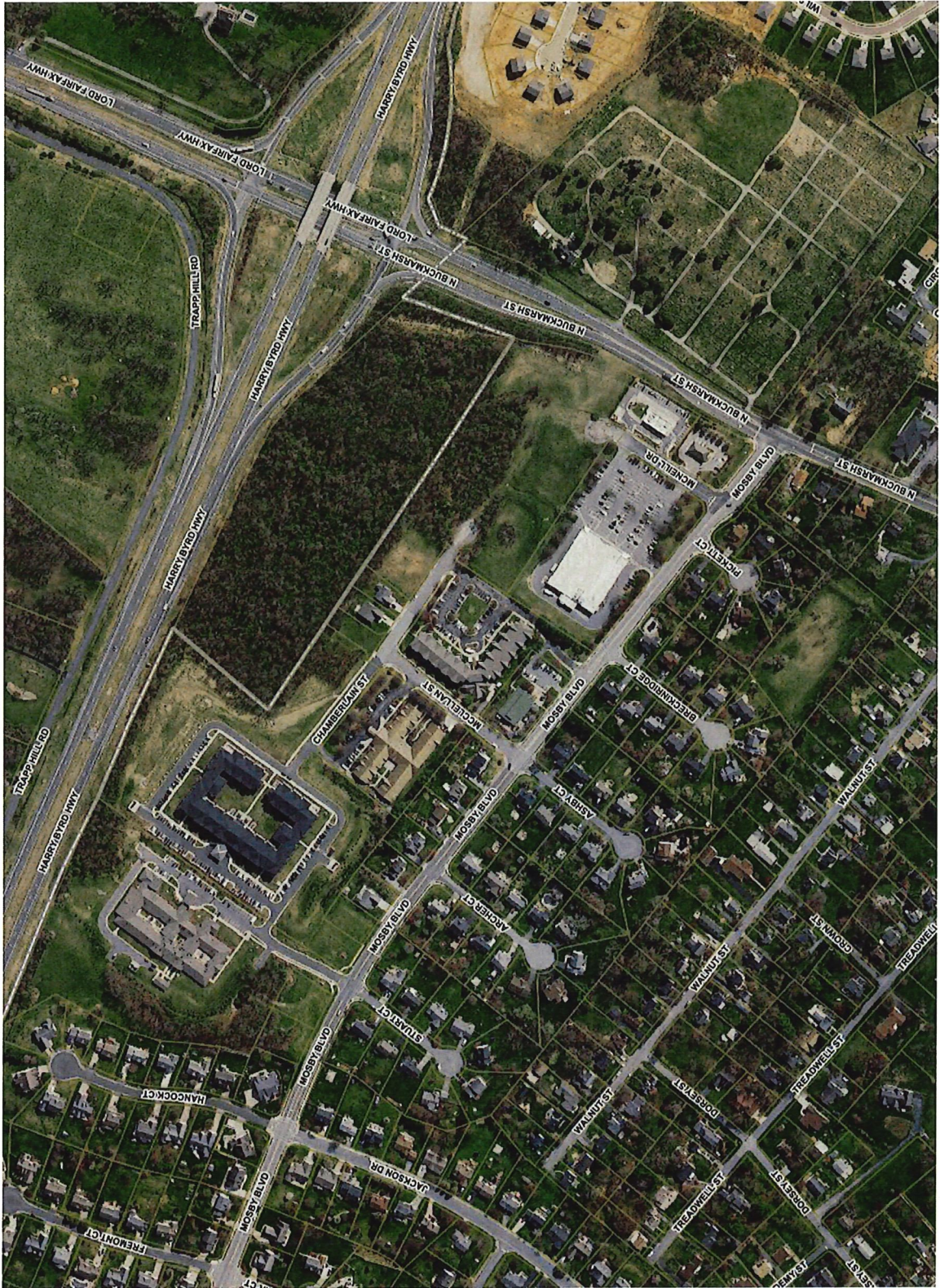


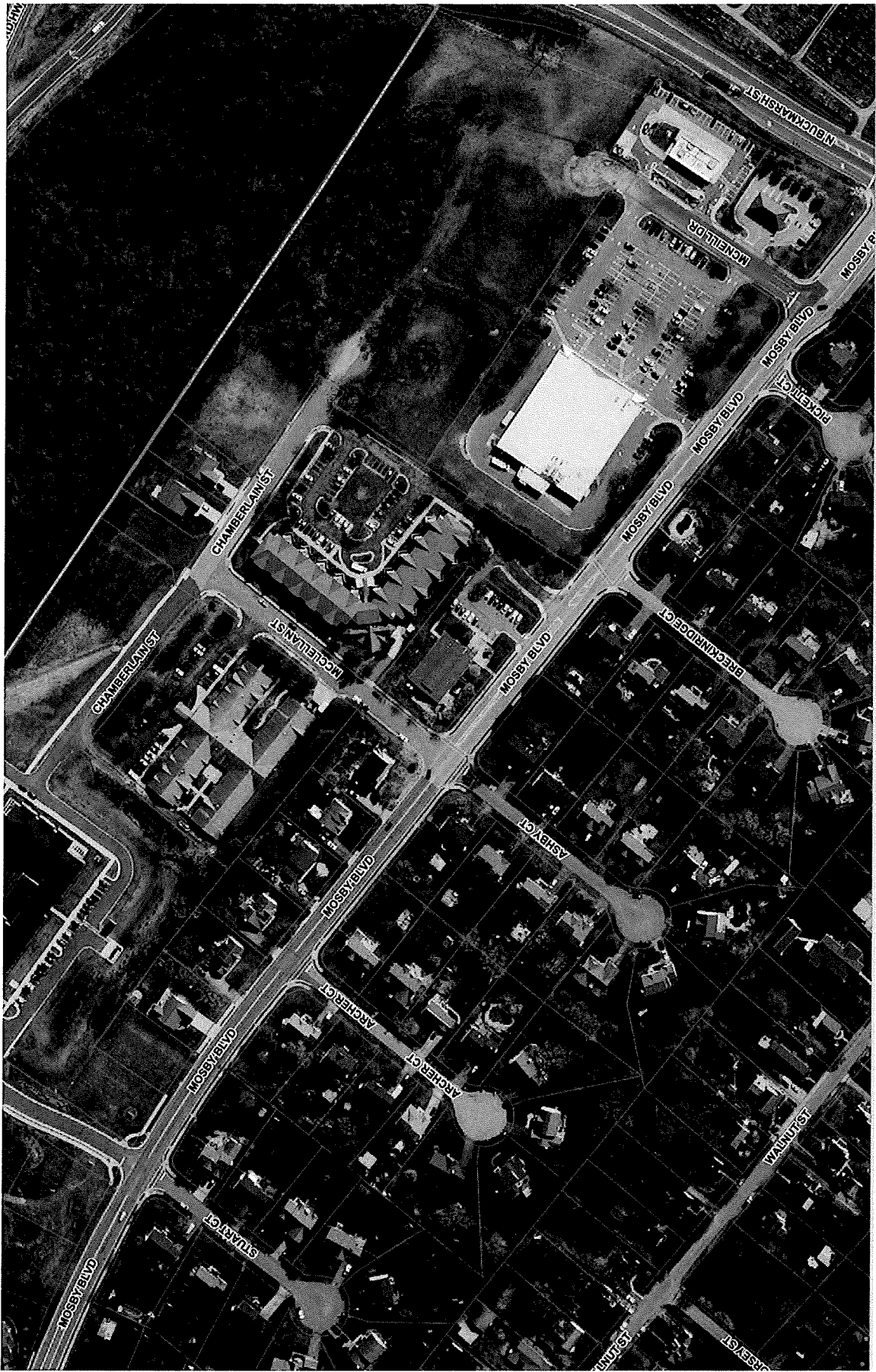


## EAST FAIRFAX STREET SIDEWALK

- \$84,188.00 TAP FUNDS
- \$21,047.00 TOWN FUNDS
- \$105,235.00 TOTAL







Mosby Blvd  
Berryville, Virginia  
View on Google Maps



Google

Keyboard shortcuts © 20

by Blvd  
ville, Virginia  
on Google Maps



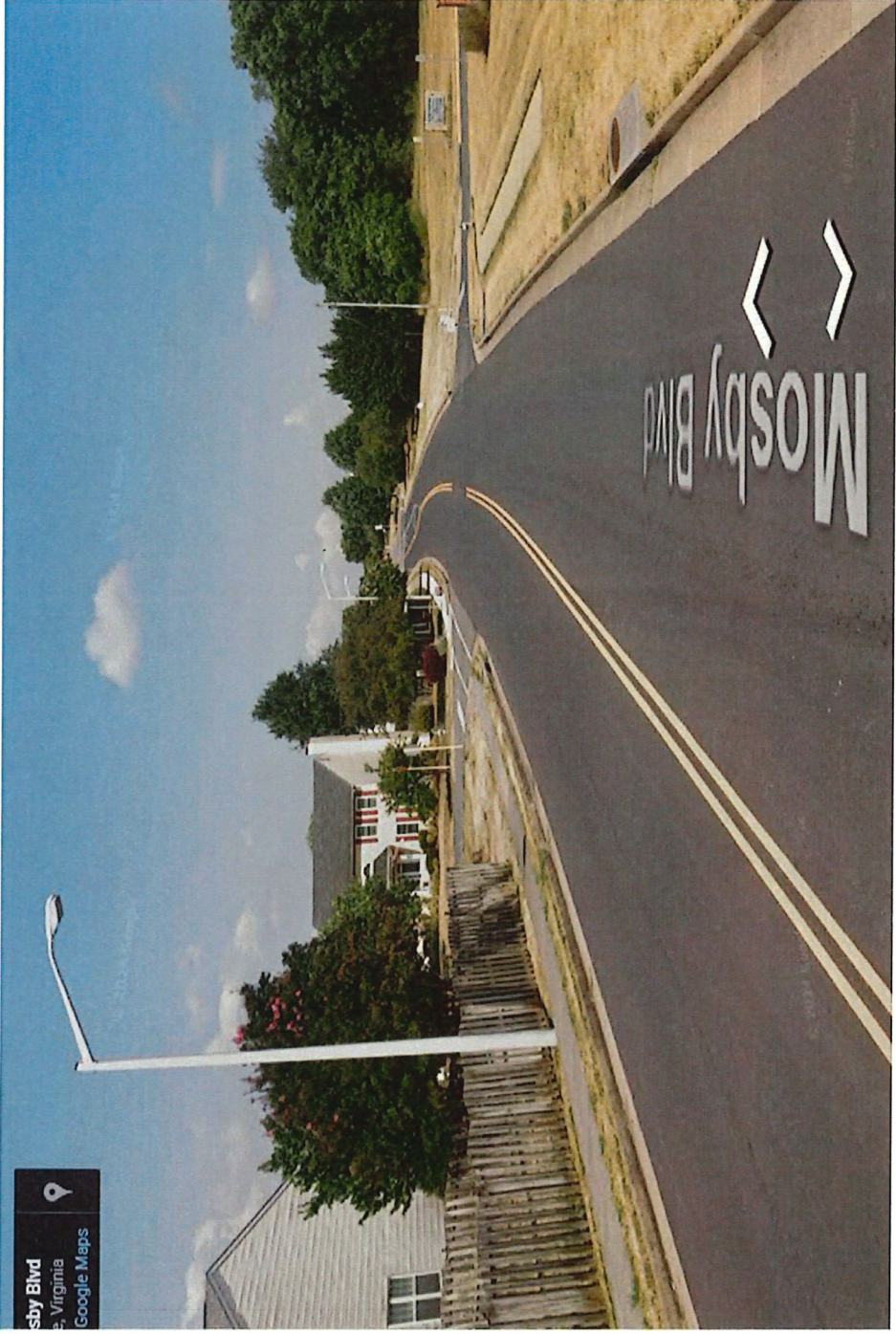
ogle

Keyboard shortcuts | © 2025 Google

Google Chrome



Free Lit  
The 202  
the PAT  
local inc  
constru



## MOSBY BOULEVARD SIDEWALK

- \$208,744.80 TAP FUNDS
- \$52,186.20 TOWN CONSTRUCTION FUNDS
- \$25,800.00 TOWN FUNDS EXPENDED FOR RIGHT-OF-WAY
- \$260,000.00 TOTAL FOR MOSBY BOULEVARD
  
- \$98,023.20 TOTAL TOWN FUNDS FOR BOTH PROJECTS
- \$292,932.80 TOTAL TAP FUNDS FOR BOTH PROJECTS

