

MINUTES

BERRYVILLE TOWN COUNCIL

Regular Meeting

July 08, 2025

7:00 p.m.

A meeting of the Berryville Town Council was held on Tuesday, July 08, 2025, at 7:00 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.

Absent: Grant Mazzarino; Ryan Tibbens.

Staff

Present: Keith Dalton, Town Manager; Brandel Kelsey, Town Clerk; Terry Russell, Community Development Director; Cindy Poulin, Treasurer; Chief Neil White, Berryville Police Department

Press Mickey Powell, Winchester Star

1. Call to Order

Mayor Arnold called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

Mayor Arnold invited all those assembled to stand for the Pledge of Allegiance.

3. Approval of Agenda

Ms. Gibson moved to approve the agenda as presented. The motion passed by voice vote.

4. Presentations, Awards, and Recognitions

Mayor announced the retirement of Chief Neil White.

The Town Clerk read the resolution that is **attached**.

Mrs. Harrison moved that the Council of the Town of Berryville approve the attached resolution honoring Neil White's Service to the community. The motion passed by voice vote.

The Mayor presented the resolution to Chief White and thanked him for his service.

5. Public Hearings

None

6. Discussion of Public Hearing Items

None

7. Citizens' Forum

Mayor Arnold called on citizens who have signed up to speak during the forum.

Mrs. Mary Ivie, is a resident that lives on 12 Dorsey St and wanted to let the Council know there are too many semi-trucks turning down the small side streets in town, especially on streets like Dorsey St, Treadwell St, Rice St, and Walnut St. She stated on May 16th a tractor trailer took out a power pole on her street and they were out of power for 9 hours. She was woken up by a semi-truck going down her street at 7:30 a.m. on June 17th. She thinks this is a huge safety issue. She also wanted the Council to know that Chief White has been a wonderful Chief and has been there for her family over the years, she thanked him.

8. Consent Agenda

Mr. Steinmetz moved to approve the consent agenda as presented. The motion passed by voice vote.

9. Unfinished Business

Bond release request from D.R. Horton

Mr. Dalton informed the Council that D.R. Horton had not responded with more information and he would suggest deferring action on this matter to the September meeting.

10. New Business

None

11. Council Member Reports

Mrs. Harrison advised the Council that September 1, 2025 will be her last day on the Council.

12. Staff Reports

Police

Chief White thanked the Council and staff for his fantastic 26 years.

Mr. Dalton stated Sergeant Bristol will be the interim Chief effective July 19, 2025.

Director of Community Development

Mr. Russell spoke about the public hearing he would like to set for Nova Power Systems, Inc. They are requesting a Special Use Permit to allow a contractor's establishment with outdoor storage (Section 609.3(a) of the Town of Berryville Zoning Ordinance) on the property located at 3 Cattleman's Lane, identified as Tax Map Parcel number 14A3-((A))-17, zoned L-1 Industrial.

The Mayor asked what they would be storing and Mr. Russell said trucks, equipment, and fabricated parts.

Ms. Gibson moved that the Council of the Town of Berryville set a public hearing on the following request for September 9, 2025 at 7:00 p.m. or as soon thereafter as the matter can be heard:

Nova Power System, Inc. requests a Special Use Permit to permit outdoor storage as a part of a contractor's establishment at 3 Cattleman's Lane, Tax Map Parcel 14A3-((A))-17, zoned L-1 Industrial. Motion passed by voice vote.

Mr. Russell spoke about the second public hearing he would like to set for Matthew and Deborah Renzi, owners of a home occupation. They are requesting an amendment to a Special Use Permit (Section 604.3(g) of the Town of Berryville Zoning Ordinance) in order to change the hours of operation for their home occupation (fitness classes) at the property located at 308 Breckinridge Court, identified as Tax Map Parcel number 14A7-((2))-64, zoned DR-4 Detached Residential.

Mr. Renzi stated he was not looking to extend class hours; he was looking to start personal training sessions instead. They do not want to impede the roads at all with cars, so all their customers will park at the Martins. They will also be getting rid of the weekend hours. Ms. Gibson wanted to know if the hours will change with the time of the year and Mr. Renzi said no, they will be set hours for the year. Mr. Dalton asked what the difference between the classes and personal training was and Mr. Renzi responded the classes typically have about seven people and the personal training are under three people.

Mrs. Harrison moved that the Council of the Town of Berryville set a public hearing on the following request for September 9, 2025 at 7:00 p.m. or as soon thereafter as the matter can be heard: Matthew and Deborah Renzi request an amendment to a Special Use Permit in order to change the permitted hours of operation for a home occupation at 308 Breckinridge Court, Tax Map Parcel 14A7-((2))-64, zoned DR-4 Detached Residential. Motion passed by voice vote.

Town Manager

Mr. Dalton said last month a resident of Hermitage Phase V, Mr. Figert, discussed his concerns over a forebay of a stormwater area near his property. The Deputy Town Manager, the Mayor, the Community Development Director met with the Department of Environmental Quality on site. While DEQ did state that the treatment structure is operating correctly and working as intended, they did offer a few options that may improve it slightly. The next step would be the take over of this area by an HOA. DEQ does not hold bonds on these facilities, they do hold an open permit. DEQ will not close the permit until included improvements are functioning and turned over to the new body that will be responsible for perpetual maintenance.

Treasurer

Mrs. Poulin included for the September meeting the personal property tax of 2019 that needs to be written off for the Council to review.

Mr. Dalton thanked Chief White for his service to the Police Department and also thanked Mrs. Harrison for her service on the Council.

13. Committee Updates

Mayor Arnold recognized the chairs of each standing committee of the Town Council to introduce action items, provide updates, and impart additional information that they think may be helpful to the Council.

Budget and Finance Committee

None

Community Development Committee & Streets and Utilities Committee

None

Personnel, Appointments, and Policy

The Mayor announced there is an opening in Ward 2 for the Town Council and there is an opening on the Tree Board.

Public Safety

None

14. Closed Session

The Council of the Town of Berryville will conduct a closed session in accordance with §2.2-3711.A.1 to review the performance of an employee of the Town Council, consider prospective candidates for employment, and discuss the resignation of an employee.

Mr. Steinmetz moved that the Council of the Town of Berryville enter closed session in accordance with §2.2-3711.A.1 to review the performance of an employee of the Town Council, consider of prospective candidates for employment, and discuss the resignation of an employee and Section §2.2-3711.A.29 of the Code of Virginia, discussion of an award of a public contract involving the expenditure of Public Funds.

Certification Motion and Resolution

Ms. Gibson moved that the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

Resolution

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia

law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council:

VOTE BY ROLL CALL:

Mr. Steinmetz-	Aye
Mrs. Harrison-	Aye
Mr. Mazzarino-	Absent
Mr. Tibbens-	Absent
Ms. Gibson-	Aye
Mr. Arnold-	Aye

15. Adjourn

The Council adjourned at 9:30 p.m. on a motion by Mrs. Harrison.

Erecka L. Gibson, Vice Mayor

Brandel Kelsey, Town Clerk



A RESOLUTION OF THE COUNCIL OF THE TOWN OF BERRYVILLE HONORING

W. Neal White

WHEREAS, Neal White has served the Berryville Police Department with honor and integrity for twenty-six years, nineteen as Chief of Police, providing for the safety and security of life and property within the Town of Berryville, assisting law enforcement partners, and building a professional and disciplined police force; and

WHEREAS, he responded at all hours and in all weathers to emergencies, willingly subjecting himself to discomfort and danger, and leading by example while professionally and responsibly administering the laws of the Commonwealth of Virginia and the Code of the Town of Berryville; and

WHEREAS, he fostered relationships of trust and respect with his staff, other departments, vendors, regulatory personnel, and citizens of Berryville as well as developing services and programs, including: fingerprinting of children for identification purposes, safety house checks, youth substance abuse awareness and prevention programs, security assessments, National Night Out community outreach, the publishing of weekly incident reports, formation and organization of Neighborhood Watch programs, Child Safety Seat Installation/Inspection, bicycle safety and security programs, and other public safety and security programs by special arrangement; and

WHEREAS, during his tenure, the Berryville Police Department secured state accreditation by the Virginia Law Enforcement Professional Standards Committee, an accreditation that is achieved by fewer than one third of law enforcement agencies in the Commonwealth, and was repeatedly recognized as one of the top-ten safest places to live in Virginia; and

WHEREAS, Neal utilized his expertise, team-building skills, and vision to respond to citizen complaints in a timely and professional manner, expanded and improved the function of the Police Department, personnel, and operations, and exemplified department core values.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Town of Berryville honors Chief White's exemplary level of dedication and service and gratefully recognizes his contribution to the safety, security, and wellbeing of the Town of Berryville.

By order of the Town Council this 8th day of July, 2025.

Harry Lee Arnold Jr., Mayor

Erecka L. Gibson, Vice Mayor

William Steinmetz
Ward 1

Council Members
Diane Harrison
Ward 2

Grant Mazzarino
Ward 3

Ryan Tibbens
Ward 4

Keith R. Dalton
Town Manager