

MINUTES

**BERRYVILLE TOWN COUNCIL
Regular Meeting
December 9, 2025
7:00 p.m.**

A meeting of the Berryville Town Council was held on Tuesday, December 9, 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; Paul Perez; Ryan Tibbens.

Absent: William Steinmetz; Grant Mazzarino

Staff

Present: Keith Dalton, Town Manager; Jean Petti, Deputy Town Manager; Brandel Kelsey, Town Clerk; Terry Russell, Community Development Director; Chief Tim Bristol, Berryville Police Department

Press Mickey Powell, Winchester Star

1. Call to Order

Mayor Harry Lee Arnold, Jr called the meeting to order at 7:01 p.m.

2. Pledge of Allegiance

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

3. Approval of Agenda

Vice Mayor Erecka L. Gibson moved to approve the agenda as presented. The motion passed by voice vote.

4. Presentations, Awards, and Recognitions

The town clerk, Mrs. Brandel Kelsey, read the **attached** resolution honoring the service of Christina Kraybill.

Mr. Perez moved that Council of the Town of Berryville approve the attached resolution honoring Christina Kraybill's service to the community. Motion passed by voice vote.

Mayor Arnold presented the resolution to Mrs. Kraybill and expressed the Council's appreciation for her service. Mrs. Kraybill said it had been an honor to serve the community and work with Town staff and Council.

Town Manager, Keith Dalton presented a plaque recognizing the Berryville Police Department's reaccreditation. Mr. Dalton noted that accreditation reflects high standards in general orders, recordkeeping, and departmental operations. The Department has achieved reaccreditation for the next four-year cycle. Mr. Dalton thanked former Chief White for years of preparation, Interim Chief Tim Bristol for continuing the effort, Sergeant Andrews for coordinating the follow-through, and the entire Police Department for consistently meeting accreditation standards. He also recognized Leslie Kelly, Administrative Assistant, for her organizational support. Interim Chief Bristol noted that accreditation is achieved by a limited number of police departments and reflects significant effort and dedication.

Mr. Terry Russell spoke regarding Arbor Day and the Town's continued participation in the Tree City USA program through the Arbor Day Foundation. He noted that a proclamation from the Town Council, adopted in a public setting, is required annually as part of the designation.

The town clerk, Mrs. Kelsey, read the **attached** Arbor Day 2025 Proclamation.

Mr. Ryan Tibbens moved that the Council of the Town of Berryville approve the attached Arbor Day Proclamation. Motion passed by voice vote.

5. Public Hearings

Construction Standards and Specifications

Deputy Town Manager Jean Petti presented proposed amendments to the Construction Standards and Specifications, noting that this item was a continuation from the previous month's meeting. She outlined minor revisions, including relaxed asphalt restoration standards for Test Pits, the option for submersible grinder pumps in certain lift stations, and updates to Erosion and Sediment Control requirements to reflect recent changes in state law. Mrs. Petti stated that Shentel believes the Asphalt and Restoration Standard amendments would allow them to serve approximately 150 additional homes, reducing the number of unserved homes from 750 to approximately 600.

Mayor Arnold opened the public hearing on Construction Standards and Specifications.

No citizens signed up to speak and no representatives from GloFiber were present.

Mayor Arnold closed the public hearings.

6. Discussion of Public Hearing Items

Construction Standards and Specifications (Continued Public Hearing)

Mr. Tibbens moved that the Council of the Town of Berryville repeal the existing and readopt the revised Construction Standards and Specifications Manual, Materials Specifications Manual, and Standard Details. Motion passed by voice vote.

7. Citizens' Forum

None.

8. Consent Agenda

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

9. Unfinished Business

None.

10. New Business

None.

11. Council Member Reports

Mayor Arnold said third-grader students recently interviewed him regarding his role as Mayor. He also noted strong attendance at the Tree Lighting despite inclement weather and reported that the Christmas Parade was well attended and benefited from favorable weather.

Mr. Perez announced that Christmas wreaths would be placed on headstones at the Milton Valley Cemetery on Saturday December 13th, noting that this effort was especially meaningful to former Councilwoman Mrs. Harrison, and he would continue the tradition.

Mr. Tibbens thanked the Public Works Department for its work in preparing the park for the Tree Lighting event. Mr. Dalton echoed this appreciation and commended Public Works staff for their performance despite challenging weather conditions and competing demands.

12. Staff Reports

Community Development

Wayfinding Sign Project

Mrs. Petti reported that the draft Invitation for Bids (IFB) for the Wayfinding Sign Project was complete, with bids scheduled to be sought in the next two weeks.

Sidewalk Projects Fairfax/Mosby

Mayor Arnold inquired about the status of the sidewalk projects. Mr. Russell stated that the start date had been delayed, but the project finish date remains compliant with ARPA requirements.

Set Public Hearing

Mr. Russell discussed a proposed amendment to Article III, Supplementary Regulations, of the Berryville Zoning Ordinance, Section 303.3.

Mr. Perez moved that the Town Council of Berryville, VA set a public hearing to be held on January 13, 2026, to consider a text amendment to Article III, SUPPLEMENTARY REGULATIONS, of the Berryville Zoning Ordinance, Section 303.3 Fences. Motion Passed by voice vote.

13. Committee Updates

Mayor Arnold recognized the chairs of the standing committees of the Town Council for updates.

Budget and Finance Committee

None.

Community Development Committee & Streets and Utilities Committee

Mr. Tibbens announced that the next meeting would be held on January 27, 2026, at 3:30 p.m. Ms. Petti reported that street paving was currently underway, with additional paving planned for the spring. Mr. Dalton provided additional comments in support of this update.

Personnel, Appointments, and Policy

Appointment of Patrick Irish to Planning Commission

Ms. Gibson moved that the Council of the Town of Berryville appoint Patrick Irish to an unexpired term on the Berryville Planning Commission, with such term to commence on December 10, 2025 and end on August 31, 2026. Motion passed by voice vote.

Reappointment of William Steinmetz to the Planning Commission

Ms. Gibson moved that the Council of the Town of Berryville appoint William Steinmetz to a four-year term on the Berryville Planning Commission, with such term to commence on January 1, 2026 and end on December 31, 2029. Motion passed by voice vote.

Public Safety

None

14. Closed Session

None.

15. Adjourn

The Council adjourned at 7:41 p.m. on a motion by Ms. Gibson.

Erecka L. Gibson, Vice Mayor

Brandel Kelsey, Town Clerk



A RESOLUTION OF THE COUNCIL OF THE TOWN OF BERRYVILLE HONORING
Christina Kraybill

WHEREAS, Christina Kraybill, inspired by faith and service to others, recognized the unique business community that is the heart of Berryville’s downtown district; and

WHEREAS, she focused on building relationships and fostering engagement during the time she served on the Clarke County Economic Development Advisory Committee and as President and board member of Berryville Main Street; and

WHEREAS, Christina built a fair-trade farmers market stand into a home business and then to a brick-and-mortar mainstay of the downtown, all while volunteering as a chaplain and giving back to the community; and

WHEREAS, she partnered with Town of Berryville and Virginia Main Street to revitalize Hogan’s Alley to enhance access from the Town parking lots to the downtown business district, cooperated with the Town to remodel the Berryville Main Street office at 23 E. Main Street to provide a public meeting space, encouraged beautification efforts through the downtown planter sponsorship program; and

WHEREAS, Christina helped downtown be a destination, drawing visitors and residents alike to shop, dine, and enjoy the small-town charm of Berryville, encouraging communication and collaboration between local business owners, organizing events such as the Big Flea, Music in the Park, Summer’s End Cruise-In, Christmas events, and themed downtown shopping events; and

WHEREAS, her dedication and persistence established and refined organization and systems that will benefit Berryville Main Street for many years to come.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Town of Berryville honors Christina Kraybill for her tireless volunteerism, kindness, and generosity of spirit.

By order of the Town Council this 9th day of December, 2025.

Harry Lee Arnold Jr., Mayor

Erecka L. Gibson, Vice Mayor



Official Proclamation

- Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and
- Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and
- Whereas, Arbor Day is now observed throughout the nation and the world; and
- Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and
- Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and
- Whereas, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community; and
- Whereas trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, therefore be it resolved that the Council of the Town of Berryville does hereby proclaim May 3, 2025 as Arbor Day in the Town of Berryville.

Town Council urges all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands and urge all citizens to plant trees to promote the well-being of this and future generations.

By order of the Town Council this 9th day of December, 2025.

Harry Lee Arnold, Jr., Mayor

Erecka L. Gibson, Vice Mayor