

**BERRYVILLE TOWN COUNCIL
MEETING AGENDA
Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Main Meeting Room
Regular Meeting
Tuesday, March 12, 2019
7:30 p.m.**

<u>Item</u>	<u>Attachment</u>
1. Call to Order – Patricia Dickinson, Mayor	
2. Pledge of Allegiance	
3. Approval of Agenda	
4. Public Hearings	
Budget Amendment	1
The Council of the Town of Berryville proposes to amend the adopted Fiscal Year 2019 Budget by transferring \$35,000 from Storm Water Reserves into the current budget to fund preliminary engineering work associated with storm water runoff related project planning.	
ATT Lease Agreement – Northwest Elevated Water Tank	2
AT&T proposes to amend its lease agreement with the Town to increase the size of the ground lease and increase the number of remote radio heads that may be mounted on the tank. The Northwest Elevated Water Tank is located at 201 Tom Whitacre Circle (Tax Map Parcel 14-((A))-6).	
5. Citizens' Forum	
6. Consent Agenda	3↓
Motion	
- Minutes of Regular Meeting – 2/12/19	
- Minutes of Budget and Finance Comm. Meeting 2/28/19	
- Minutes of Personnel, Appointments, and Policy Comm. 2/26/19	
- Minutes of Public Safety Comm. 2/27/19	
- Minutes of Streets and Utilities Comm. 2/26/19	
7. Presentations	
No presentations scheduled	

Attachment

Item

- | | |
|--|-----|
| 8. Report of Patricia Dickinson, Mayor | |
| 9. Report of Harry Lee Arnold, Jr., Recorder | |
| Veteran of the Year Plaque | 4 |
| 10. Report of Christy Dunkle, Asst. Town Manager for Community Development | |
| Monthly report | 5↓ |
| 11. Report of Keith Dalton, Town Manager | |
| ATT Lease | 6↓ |
| 12. Report of Erecka Gibson – Chair, Budget and Finance Committee | |
| Report of Desiree Moreland, Treasurer | 7 |
| Budget Amendment | 8↓ |
| 13. Report of Kara Rodriguez – Chair, Community Development Committee | |
| 14. Report of Donna McDonald – Chair, Public Safety Committee | |
| Report of Neal White, Chief of Police | 9 |
| 15. Report of Diane Harrison – Chair, Streets and Utilities Committee | |
| Report of David Tyrrell, Public Utilities Director | 10 |
| Report of Rick Boor, Public Works Director | 11 |
| 16. Report of Harry Lee Arnold, Jr. – Chair, Personnel, Appointments and Policy Committee | |
| Social Media Policy | 12↓ |

Attachment

Item

Job Description – Assistant Town Manager for Admin. / Treasurer

13

Appointments

14↓

Architectural Review Board

Berryville Area Development Authority

Tree Board

17. Closed Session-

No closed session scheduled

18. Other –

19. Adjourn –

Attachment 1

FINANCE AND ADMINISTRATION STAFF REPORT – ACTION REQUIRED

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: BUDGET AMENDMENT (ATTACHED)
DATE: 3/5/2019
CC: KEITH DALTON,

Budget Modification and Amendment

Because the budget is an estimate, situations inevitably arise when it will be necessary to amend the budget. Generally, an appropriation can be increased or created by:

- Transferring from the unexpended balance of another appropriation;
- Transferring from appropriation for contingencies; or
- Appropriating unreserved fund balance or unanticipated revenues

Using the contingency appropriation does not increase the original budget but reallocates the funding. Allocation of contingency reserves requires the approval of the Town Manager. In certain instances, budget appropriations may be amended after original budget adoption. All budget amendments (i.e., appropriation of unreserved fund balance or unanticipated revenue) require Town Council approval. Specific legal authority for budget modification to increase the original budget is contained in the Code. Per Section 15.2-2507A of the Code, “any amendment that exceeds the lesser of 1% of the adopted budget or \$500,000 must follow the same notice, public hearing and approval procedures as the initial budget itself, except that it may be adopted at the same meeting as the public hearing.”

At their February 12, 2019 meeting Council voted to set a public hearing for its March 12, 2019 meeting to hear public comment on a proposed amendment to the Town’s FY2019 budget by transferring \$35,000.00 Storm Water Reserves to a new capital improvement project line item.

TOWN COUNCIL
MOTION FOR APPROVAL
AMENDING THE 2018-2019 FISCAL YEAR BUDGET OF
THE TOWN OF BERRYVILLE

Date: March 12, 2019

Motion By:

Second By:

I hereby move the Council of the Town Of Berryville amended the FY 19 Budget as follows:

General Fund Balance (Line Item 100-3000000-0000) be increased by \$35,000.00 to be taken from Storm Water Reserves.

This income will fund the following Capital Project:

General Fund Expense Capital Outlay – Storm Water Mitigation (Line Item 100-4094200-8919) \$35,000.00.

VOTE:

Aye:

Nay:

Absent:

Abstain:

ATTEST:

Harry L. Arnold, Jr., Recorder

**BERRYVILLE TOWN COUNCIL
PUBLIC HEARING NOTICE**

The Berryville Town Council will hold the following public hearing at 7:30 p.m., or as soon after as this matter may be heard, on **Tuesday, March 12, 2019**, in the Main Meeting Room, Second Floor, of the Berryville/Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia to consider the proposed amendments to the Fiscal Year 2018-2019 Budget as follows:

1) Proposed amendment to Fiscal Year 2019 Budget

<u>Resources and Revenues</u>	9-11-2018 AMENDED FY 18-19	PROPOSED AMENDMENT FY 18-19
GENERAL FUND		
Fund Balance	\$ 182,750.00	\$ 217,750.00
Revenue from Local Sources	\$ 2,638,600.00	\$ 2,638,600.00
Revenue from State Sources	\$ 938,162.00	\$ 938,162.00
Revenue from Other Sources	\$ 1,000.00	\$ 1,000.00
Total	\$ 3,760,512.00	\$ 3,795,512.00
WATER FUND		
Fund Balance	\$ 300,000.00	\$ 300,000.00
Revenue from Local Sources	\$ 888,690.00	\$ 888,690.00
Availability Fees	\$ 33,470.00	\$ 33,470.00
Total	\$ 1,222,160.00	\$ 1,222,160.00
SEWER FUND		
Fund Balance	\$ 82,445.00	\$ 82,445.00
Revenue from Local Sources	\$ 1,676,500.00	\$ 1,676,500.00
Availability Fees	\$ 145,035.00	\$ 145,035.00
Total	\$ 1,903,980.00	\$ 1,903,980.00
TOTAL RESOURCES AND REVENUES	\$ 6,886,652.00	\$ 6,921,652.00
 <u>Expenses and Reserves</u>		
GENERAL FUND		
Maintenance and Operational	\$ 3,211,245.00	\$ 3,211,245.00
Debt Service	\$ 121,476.00	\$ 121,476.00
Capital Reserves and Expenses	\$ 330,750.00	\$ 365,750.00
Contingency	\$ 97,041.00	\$ 97,041.00
Total	\$ 3,760,512.00	\$ 3,795,512.00
WATER FUND		
Maintenance and Operational	\$ 700,315.00	\$ 700,315.00
Debt Service	\$ -	\$ -

Capital Reserves and Expenses	\$	500,845.00	\$	500,845.00
Contingency	\$	21,000.00	\$	21,000.00
Total	\$	1,222,160.00	\$	1,222,160.00
SEWER FUND				
Maintenance and Operational	\$	1,035,260.00	\$	1,035,260.00
Debt Service	\$	470,000.00	\$	470,000.00
Capital Reserves and Expenses	\$	367,670.00	\$	367,670.00
Contingency	\$	31,050.00	\$	31,050.00
Total	\$	1,903,980.00	\$	1,903,980.00
TOTAL EXPENSES AND RESERVES	\$	6,886,652.00	\$	6,921,652.00

2) Proposed amendment to an agreement between the Town of Berryville and AT&T for the Northwest Elevated Water Tank

AT&T proposes to amend a lease agreement with the Town of Berryville that would permit expansion of the ground lease, permit additional equipment to be sited on the tank, and extend the lease term. If approved, 40 square feet would be added to the ground lease, 6 additional remote radio heads would be added to the array on the tank, and the agreement would be extended to five years.

The property in question is located at 201 Tom Whitacre Circle and is described as Tax Map Parcel 14-((A))-6.

Copies of the full proposed budget and proposed lease agreement may be examined at the Berryville Business Office, Berryville Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia during regular business hours.

Additional information may be obtained by calling Assistant Town Manager/Treasurer Desiree Moreland at 540-955-1099.

Any person desiring to be heard regarding the above matter should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required.

The Town of Berryville does not discriminate against disabled people in admission or access to its programs and activities. Accommodations will be made for disabled people upon prior request.

By order of the Town Council
Keith R. Dalton, Town Manager

Attachment 2

ATT Lease Agreement - Northwest elevated water tank

Attachments:

- Sample motion
- Draft Third Amendment to Water Tank Lease Agreement
- Second Amendment to Water Tank Lease Agreement
- First Amendment to Water Tank Lease Agreement
- Water Tank Lease Agreement

The attached draft amendment (titled Third Amendment to Water Tank Lease Agreement) addresses four major changes to the agreement between ATT and the Town.

- The agreement addresses an increase in the ground lease from 400 square feet to 440 square feet in order to permit the Lessee to site an emergency generator near their existing shelter and the siting of the generator.
- The agreement addresses increasing the number of Remote Radio Heads that may be installed on the tank by 6.
- Increases the rent by \$425.00 per month
- Extends the lease term by 5 years thereby establishing an agreement expiration date of May 31, 2026.

What remains to be done?

At present, the draft amendment is undergoing final legal review at ATT. Once that draft is submitted it will undergo final staff and legal review at the Town. The generator location exhibit must also be revised in order to remove a proposed gate.

Recommended Action:

Approve the Third Amendment to Water Tank Lease Agreement contingent upon final review by staff and legal counsel. It is requested that staff be authorized to make such changes as deemed necessary as a result of the final review. Further, it is requested that the Town Manager be authorized to execute the agreement and any other documents related to the agreement and work provided for therein.

Report from the 6/12/18 Meeting

The Town has been contacted by a contractor working for ATT regarding their desire to locate an emergency generator on the property at 201 Tom Whitacre Circle. This generator would support their existing facilities located on Town property. Staff made an initial decision that the ground space that may be occupied under the lease agreement (400 square feet) would need to be expanded to accommodate the new equipment (150 square feet needed). Staff has spoken with the contractor regarding an amendment to the Agreement that would increase the ground lease.

Staff is of the opinion that locating the generator behind (east side) of the existing ATT building would be the best as it would not occupy space that could be easily used by the Town or another lessee. This area is highlighted on the attached plan. There is sufficient space between the building and the fence to install the generator; however the side of the generator could not be accessed unless the fence is

moved or a gate installed. Further, screening trees planted in 2001 have grown right up to the fence (and through in many places).

Town staff has suggested that ATT consider: 1) removing the four screening trees, 2) planting four new screening trees west of the existing trees, 3) installing a gate on the western side of the fence, and 4) installing the generator between the fence and the building. ATT appears amenable to this arrangement but requests minimal rent increase because of the cost of work that must be done. The Town would have to provide the lessee with access to the new gate.

Further, ATT has discussed the idea of addressing the matter of the ground lease and extending the term of the lease by 50 years.

It is clear that ATT would like to move quickly in order to get the generator sited.

While staff is still examining the matter of rent and term, it has contacted legal counsel regarding language that would need to be included in any amended agreement to deal with the liability/environmental issues attendant to having a diesel powered generator located on the property.

History

A predecessor in title to ATT and the Town entered into a Water Tank Site Lease Agreement in 2001. The agreement was subsequently amended (to permit location of additional equipment on the demised property) in 2010 and again in 2016.

The Agreement will expire in 2021.

The rent for this site is currently \$3,189.80 per month.

Request

Staff is of the opinion that the Town Council has two options in this regard: 1) address the request to locate additional equipment and wait until a time closer to the expiration of the agreement to deal with renewal, or 2) address the ground lease and an extended term at the same time.

Staff expects to speak with ATT's contractor early next week and hope to have more information available at the Council meeting. Staff would like to discuss this matter with the Council in order to bring it up to speed and get guidance regarding negotiations.

It is important to note that the Council must hold a public hearing before approving an amendment to the Agreement.

Please find attached:

- Plan with area in question highlighted
- Agreements and amendments

BERRYVILLE TOWN COUNCIL

MOTION TO APPROVE THIRD AMENDMENT TO WATER TANK LEASE
AGREEMENT

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the Third Amendment to the Water Tank Lease Agreement for the Northwest Elevated Water Tank, provided that legal counsel and Town staff complete final review of the Agreement. I further move that the Town Manager is authorized to make necessary changes to the Agreement as identified in the final review and that he is further authorized to execute the Agreement and other documents related to the agreement and the work provided therein on behalf of the Town.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

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Market: WABA
Cell Site Number:
Cell Site Name: Town of Berryville
Fixed Asset Number: 10068492

THIRD AMENDMENT TO WATER TANK LEASE AGREEMENT

THIS THIRD AMENDMENT TO Lease AGREEMENT dated as of the latter of the signature dates below, is by and between The Town of Berryville, VA, a Virginia municipal corporation having a mailing address of 101 Chalmers Court, Berryville, Virginia, 22611 (hereinafter to as "**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as successor in interest to Triton PCS Property Company, LLC, a Delaware limited liability company, having a mailing address of 12555 Cingular Way, Suite 1300, Alpharetta, GA 30004 ("hereinafter referred to as "**Lessee**").

WHEREAS, Lessor and Lessee entered into Water Tank Site Lease Agreement dated June 29th, 2001, an Amendment dated May 20th, 2013 and Second Amendment dated June 14th, 2016, whereby Lessor leased to Lessee certain Leased Premises, therein described, that are a portion of the Water Tank situated off Tom Whitacre Circle adjacent to the town of Berryville, in Clarke County, Virginia; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the 2001 Agreement, as amended by the First and Second Amendments set forth below.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

- 1. New Leased Area.** Lessor agrees to increase the size of the ground space leased to Lessee to accommodate Lessee's needs by 40 sq. ft for a total ground space of 440 sq. ft. Upon the execution of this Amendment, Lessor leases to Lessee the additional ground space, not to exceed the square feet described on attached Exhibit A-1 ("New Leased Area"). Lessor's execution of this Amendment will signify Lessor's approval of Exhibit A-1. The Premises under the 2001 Agreement shall include the New Leased Area.

Generator. Lessee shall have the right to install, repair, maintain, modify, replace, remove, utilize and operate (including but not limited to operate as may be required by applicable law) equipment within the New Leased Area, including without limitation a concrete pad and generator thereon, including back-up power supply and adding a gate near the generator for easier access.

Lessee shall have the right to access the New Leased Area, and any provisions in the Agreement governing access shall apply to such access. The generator shall remain

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the property of Lessee, and Lessee shall have the right to remove or modify it at any time.

- 2. New Equipment.** Lessor consents to the installation and operation of additional ancillary equipment and associated cables as more completely described on attached Exhibit B-3. Exhibit B-3 hereby replaces exhibit B-2 to the Agreement.

Lessor agrees to the following as final configuration:

- (12) panel antennas
- (6) TMAs
- (6) Diplexers
- (12) 1 -5/8"
- (18) RRHs
- (3) DC6
- (6) Junction Boxes
- (3) Fiber Cables
- (4) DC Power Cables

Four

- 3. Rent. Commencing on the first day of the month after construction starts** ("Increase Commencement Date"), Rent shall be increased by ~~Three~~ ^{425.00} Hundred and Fifty Dollars (\$350.00) per month, which shall be subject to adjustments, pursuant to Section 2 of the 2001 Agreement; provided that the first such increased payment shall not be due until sixty (60) days after the increase commencement date and provided further that, increased payment due for a portion of a month shall be pro-rated.

Twenty-
Five

- 4. Trees.** Lessee will remove the four (4) trees along the fence line of the shelter which were planted pursuant to the 2001 Agreement and plant four (4) new Eastern Red Cedar Trees approximately 4' – 6' in height, in an area designated by the Lessor. Removal of the existing four (4) trees shall include removal of all material from the site, including the grinding of the stumps to a depth of 6" below grade, removal of wood chips, and filling the holes with stone (21B).

- 5. Painting.** Lessee shall paint the surfaces on all antennas, associated cables, and equipment previously or hereafter installed on the water tank, the surfaces shall be painted the same color as the water tank. The painting of all antennas, cables, and equipment shall be completed within 90 days whether permitting of notification that the tank has been repainted. Lessee shall maintain in proper condition the paint on all painted surfaces of antennas, cables, and equipment.

- 6. Term.** The term for the lease of the New Leased Area shall run concurrent with the term under the 2001 Agreement. The Lessee is hereby granted (1) additional Extension term of (5) years under the 2001 Agreement subject to the same terms and conditions of Section 2 of the 2001 Agreement. The additional five (5) year term will be set to expire on May 31, 2026.

- 7. Environmental.**

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- (a) Landlord represents and warrants, (i) the Property, as of the Effective Date, is free of hazardous substances, including asbestos-containing materials and lead paint, and (ii) the Property has never been subject to any contamination or hazardous conditions resulting in any environmental investigation, inquiry or remediation. Landlord and Tenant agree that each will be responsible for compliance with any and all applicable governmental laws, rules, statutes, regulations, codes, ordinances, or principles of common law regulating or imposing standards of liability or standards of conduct with regard to protection of the environment or worker health and safety, as may now or at any time hereafter be in effect, to the extent such apply to that party's activity conducted in or on the Property.
- (b) Landlord and Tenant agree to hold harmless and indemnify the other from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of the indemnifying party for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding ("Claims"), to the extent arising from that party's breach of its obligations or representations under Section 11(a). Landlord agrees to hold harmless and indemnify Tenant from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of Landlord for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any Claims, to the extent arising from subsurface or other contamination of the Property with hazardous substances prior to the Effective Date or from such contamination caused by the acts or omissions of Landlord during the Term. Tenant agrees to hold harmless and indemnify Landlord from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of Tenant for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any Claims, to the extent arising from hazardous substances brought onto the Property by Tenant.
- (c) The indemnification provisions contained in this Section 11 specifically include reasonable costs, expenses and fees incurred in connection with any investigation of Property conditions or any clean-up, remediation, removal or restoration work required by any governmental authority. The provisions of this Section 11 will survive the expiration or termination of this Agreement.
- (d) In the event Tenant becomes aware of any hazardous materials on the Property, or any environmental, health or safety condition or matter relating to the Property, that, in Tenant's sole determination, renders the condition of the Premises or Property unsuitable for Tenant's use, or if Tenant believes that the leasing or continued leasing of the Premises would expose Tenant to undue risks of liability to a government agency or other third party, then Tenant will have the right, in addition to any other rights it may have at law or in equity, to terminate this Agreement upon written notice to Landlord.

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8. **Other.** Lessor represents and warrants that, to its knowledge, no conditions exist within the New Leased Area or otherwise on the Premises that would adversely impact Lessee's permitting and/or installation of a generator within the New Leased Area. Lessor authorizes Lessee to prepare, execute and file all required applications to obtain any government approvals for Lessee's use of the New Premises Area under this Agreement and agrees, at Lessee's request, to reasonably assist Lessee with such applications and with obtaining and maintaining the government approvals. Where applicable law governs how the generator will be used, Lessee may use the generator in the manner set forth in applicable law. Lessee may terminate this Amendment by written notice to Lessor at any time, and the rent increase set forth in Section 3 shall not take effect or shall be cancelled, as applicable, following any such termination. Within one hundred twenty (120) days after termination of this Amendment, Lessee shall remove its equipment from the New Leased Area; provided that any portions of the equipment that Lessee fails to remove within such period and cessation of Lessee's operations at the New Leased Area shall be deemed abandoned. Lessee shall repair any damage, less ordinary wear and tear, to the New Leased Area caused by its removal activities.

9. Section 3 (Notices) of the First Amendment is hereby deleted in its entirety and replaced with the following:

Notices. All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows.

If to Lessee:

New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
Re: Cell Site #: 10043060; Cell Site Name: Denton MD
Fixed Asset #: 10043060; State Where Site Located: MD
575 Morosgo Drive NE,
Suite 13-F West Tower,
Atlanta, GA 30324

With the required copy of legal notice sent to Lessee at the address above, a copy to the Legal Department:

New Cingular Wireless PCS, LLC
Re: Cell Site #: 10043060; Cell Site Name: Denton MD
Fixed Asset #: 10043060; State Where Site Located: MD
AT&T Legal Department – Network
208 S. Akard Street
Dallas, TX 75202-4206

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A copy sent to the Legal Department is an administrative step which alone does not constitute legal notice.

If to Lessor: Town Manager
Town of Berryville
1010 Chalmers Court
Berryville, VA 22611

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

9. Other Terms and Conditions Remain. In the event of any inconsistencies between the 2001 Agreement, the First Amendment, the Second Amendment, and this Third Amendment the terms of this Third Amendment shall control. Except as expressly set forth in this Third Amendment, the 2001 Agreement, as amended by the First and Second Amendments, otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Third Amendment. The rights granted to Lessee herein are in addition to and not intended to limit any rights of Lessee in the 2001 Agreement as modified by the First and Second Amendments. Unless otherwise specified herein or unless the context requires otherwise, the terms in the 2001 Agreement shall apply to the New Leased Area.

10. Capitalized Terms. All capitalized terms used but not defined herein shall have the same meanings as defined in the 2001 Agreement.

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IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Fifth Amendment on the dates set forth below.

“LESSOR”

Town of Berryville, Virginia

By: _____

Name: _____

Title: _____

Date: _____

“LESSEE”

New Cingular Wireless PCS, LLC

By: AT&T Mobility Corporation

Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

~~DRAFT~~

LESSEE ACKNOWLEDGEMENT

STATE OF _____)
)ss:
COUNTY OF _____)

On the _____ day of _____, 20__ before me personally appeared _____, and acknowledged under oath that he is the _____ of _____, the _____ named in the attached instrument, and as such was authorized to execute this instrument on behalf of the _____.

Notary Public: _____
My Commission Expires: _____

LESSOR ACKNOWLEDGEMENT

CORPORATE ACKNOWLEDGEMENT

STATE OF _____)
)
COUNTY OF _____)

I CERTIFY that on _____, 20__, _____ [name of representative] personally came before me and acknowledged under oath that he or she:

- (a) is the _____ [title] of _____ [name of corporation], the corporation named in the attached instrument,
 - (b) was authorized to execute this instrument on behalf of the corporation and
 - (c) executed the instrument as the act of the corporation.
- _____

Notary Public
My Commission Expires: _____

EXHIBIT A-1

Additional Premises Area

See attached

Attachment 1

Generator

See attached

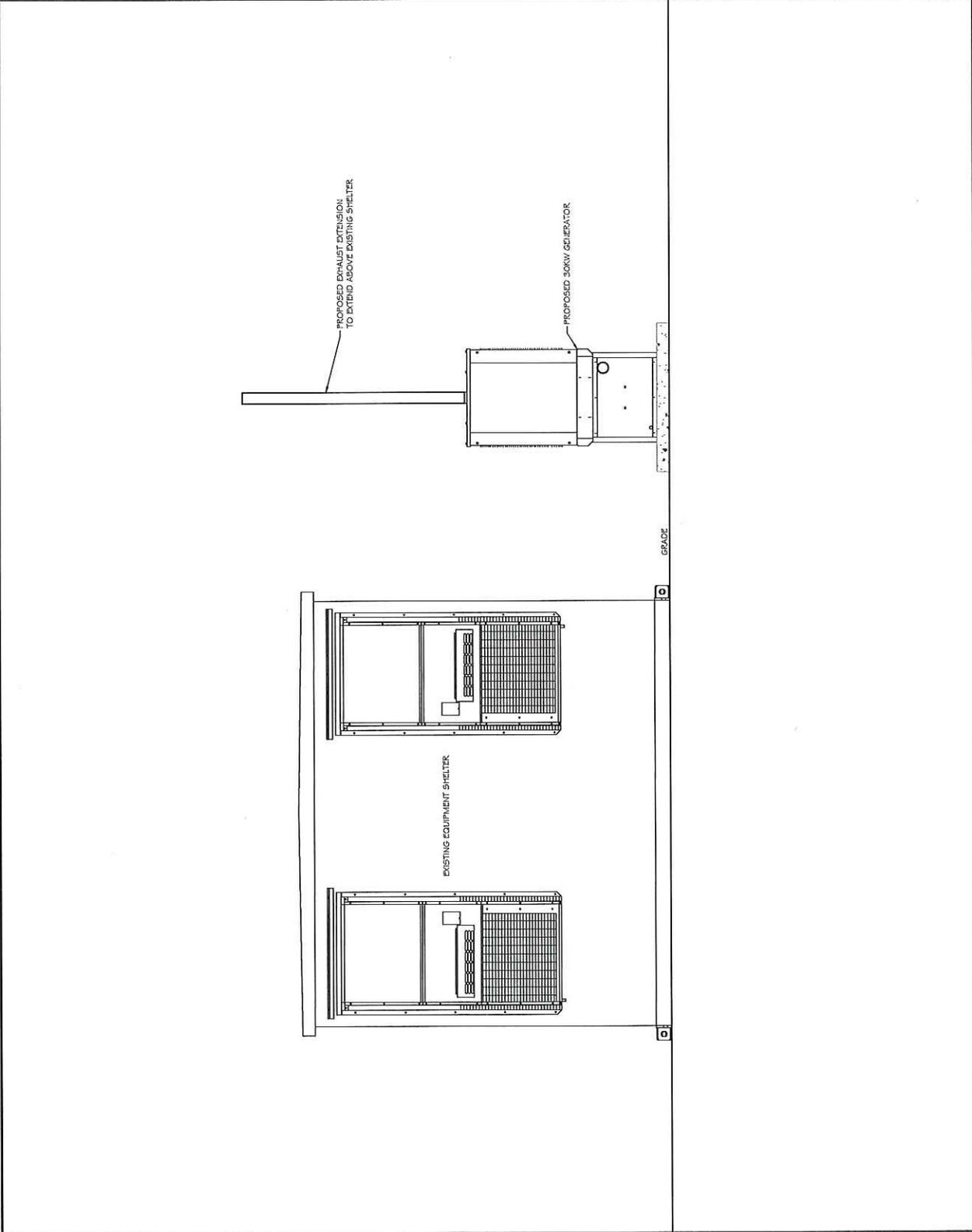
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 Woodcliff Lake, NJ • Bayamon, PR



PREPARED FOR:
GENERAL DYNAMICS
 Information Technology, Inc.
 GENERAL DYNAMICS
 881 MOORE RD. STE 110
 KING OF PRUSSIA, PA 19406

Consultant's Use

MARK	DATE	DESCRIPTION	DATE ISSUED
ISSUE	PRELIMINARY		02/27/2019
PROJECT TITLE:			
TOWN OF BERRYVILLE-WC972			
FA ID # 10068492			
PROJECT LOCATION:			
201 TOM WHITACRE CIRCLE BERRYVILLE, VA 22611			
SHEET TITLE:			
EXHAUST EXTENSION DETAIL			
SCALE: NONE			
DESIGN NUMBER	37538		
DRAWING NUMBER	A-2		



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at&t
Mobility

PREPARED FOR:
GENERAL DYNAMICS
 Information Technology, Inc.
 GENERAL DYNAMICS
 661 MOORE RD STE 110
 KING OF PRUSSIA, PA 19406

DATE: 02/27/2019
 TIME: PRELIMINARY
 PROJECT TITLE: TOWN OF BERRYVILLE-WC972
 FA ID # 10068492
 PROJECT INFORMATION:
 201 TOM WHITACRE CIRCLE
 BERRYVILLE, VA 22611
 SHEET TITLE: WIRING DETAILS
 SCALE: NONE
 NUMBER: 37536
 SHEET: E-1

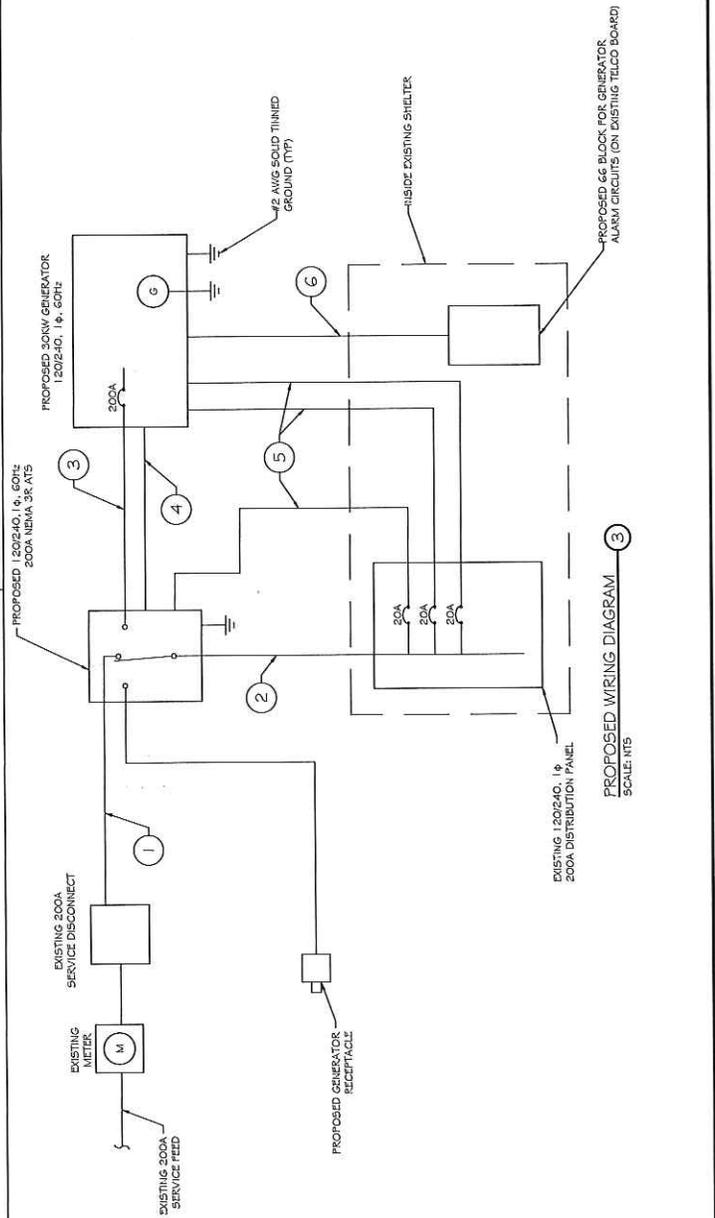
NO.	FROM	TO	WIRES	GROUND	CONDUIT SIZE	FUNCTION
1	NORMAL POWER SOURCE	AUTOMATIC TRANSFER SWITCH	(3) 3/0	(1) #4	2"	NORMAL POWER FEEDER TO ATS (CUT BACK EXISTING)
2	AUTOMATIC TRANSFER SWITCH	LOAD CENTER	(3) 3/0	(1) #4	2"	POWER FEEDERS FROM ATS TO PANEL
3	GENERATOR	AUTOMATIC TRANSFER SWITCH	(3) 3/0	(1) #4	2"	EMERGENCY POWER FEEDER TO ATS
4	AUTOMATIC TRANSFER SWITCH	GENERATOR	(2) #10	(1) #10	1"	START CIRCUIT
5	LOAD CENTER (DISTRIBUTION CENTER)	GENERATOR, ATS	(2) #12 (2) #12 (2) #12	(1) #12 (1) #12 (1) #12	1"	CIRCUIT FOR GENERATOR BLOCK HEATER & BATTERY HEATER CIRCUIT FOR BATTERY CHARGER CIRCUIT FOR ATS
6	ALARM BLOCK	GENERATOR	12 PAIRS 24 AWG OR 2EA 6-PAIR CAT5	N/A	1"	ALARM CABLES TO BE RUN THRU INTERLOCK HEATER & INTO ALARM BOX. PROVIDE 3' OF SLACK CABLE. FINAL PUNCH DOWN IS BY AT&T TECH. LABEL ALL WIRES

CIRCUIT DETAIL
SCALE: NTS

WIRE	ALARM
BROWN / WHITE	GENERATOR RUNNING
GREEN / WHITE	CRITICAL FAULT
BLUE / WHITE	MINOR FAULT
ORANGE / WHITE	LOW FUEL
BROWN / WHITE	FUEL LEAK
BROWN / WHITE *	

*CAT5 CABLE ONLY, FROM 2ND CAT5 CABLE

ALARM WIRING IDENTIFICATION CHART
SCALE: NTS



PROPOSED WIRING DIAGRAM
SCALE: NTS

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KING OF PRUSSIA, PA 19406

TOWN OF
BERRYVILLE-WC972
FA ID # 10068492

PROJECT LOCATION:
201 TOM WHITTAGE CIRCLE
BERRYVILLE, VA 22611

SHEET TITLE:
ATS, CONDUIT & GROUND ROD
DETAILS

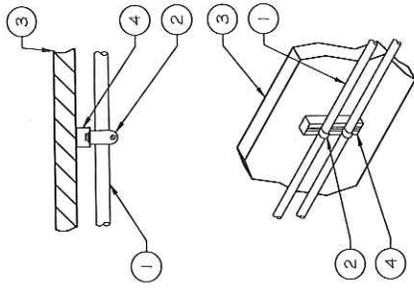
SCALE: NONE

NUMBER: 37538
MARK: E-3

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NOTE:

- GROUND RODS MAY BE:
 - COPPER CLAD STEEL
 - SOLID COPPER
- GROUND RODS SHALL HAVE A MAXIMUM SPACING TWICE THE LENGTH OF ROD
- SEE RESISTIVITY REPORT FOR VERIFICATION AS TO SOIL RESISTIVITY
- A LARGER CONDUCTOR SHALL BE REQUIRED IN AREAS HIGHLY PRONE TO LIGHTNING STRIKES OR SOIL CORROSION
- GROUND RODS INSTALLED WITHIN CLOSE PROXIMITY TO TOWER OR WHEN SOIL IS AT RISK OF CORROSION SHALL BE GALVANIZED TO PREVENT GALVANIC CORROSION OF TOWER, (SEE ASBESTICATING INSTRUCTIONS FOR GALVANIZING TO EACH SIDE OF THE GENERATOR)



WALL CONSTRUCTION TYPE	USE
HOLLOW	3/8" DIA. TOGGLE BOLT
HOLLOW AT STUD	3/8" DIA. LAG SCREW
CONCRETE BLOCK (HOLLOW)	3/8" DIA. HILT HY-20 WITH SCREEN, MINIMUM EMBEDMENT 2-1/2"
CONCRETE (SOLID)	3/8" DIA. HILT HY-150 WITH SCREEN, MINIMUM EMBEDMENT 2-1/2"

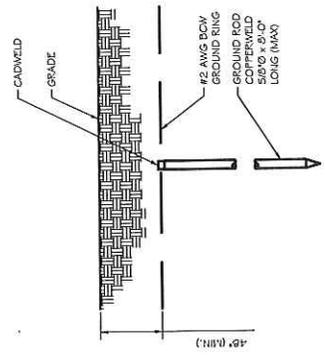
NOTE: USE GALVANIZED OR STAINLESS STEEL HARDWARE FOR WALL MOUNT & CONNECTIONS OF CHANNELS SPACE UNITS @ 5'-0" O.C. LENGTH OF RUN

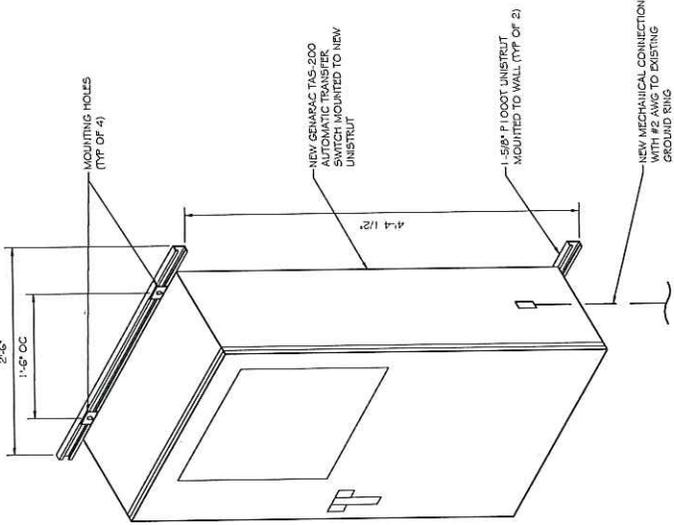
CONDUIT WALL MOUNT
SCALE: NTS

①

GROUND ROD DETAIL
SCALE: NTS

②





INTERSECT ATS MOUNTING DETAIL
SCALE: NTS

③

WALL CONSTRUCTION TYPE	USE
HOLLOW	3/8" DIA. TOGGLE BOLT
HOLLOW AT STUD	3/8" DIA. LAG SCREW
CONCRETE BLOCK (HOLLOW)	7/16" DIA. HILT HY-20 WITH SCREEN, MINIMUM EMBEDMENT 2-1/2"
CONCRETE (SOLID)	7/16" DIA. HILT HY-150 WITH SCREEN, MINIMUM EMBEDMENT 2-1/2"

NOTE: USE GALVANIZED OR STAINLESS STEEL HARDWARE FOR WALL MOUNT AND CONNECTION OF CHANNELS. GC SHALL USE NON-SHRINKING GROUT TO WEATHER SEAL. ALL PENETRATIONS INTO OR THROUGH SHELTER WALL.

Exhibit B-3
Final Construction Drawings



FINNIGY

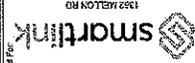
1030 WINDHURST BLVD
MIDWAY, KY 40368
PHONE (502) 898-9190
FAX (502) 898-9193

COMMONWEALTH OF KENTUCKY
COUNTY OF BERRILLVILLE
Lic. No. 53459
DEC 20 2018
Professional Engineer
R. J. [Name]

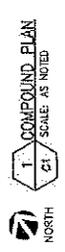
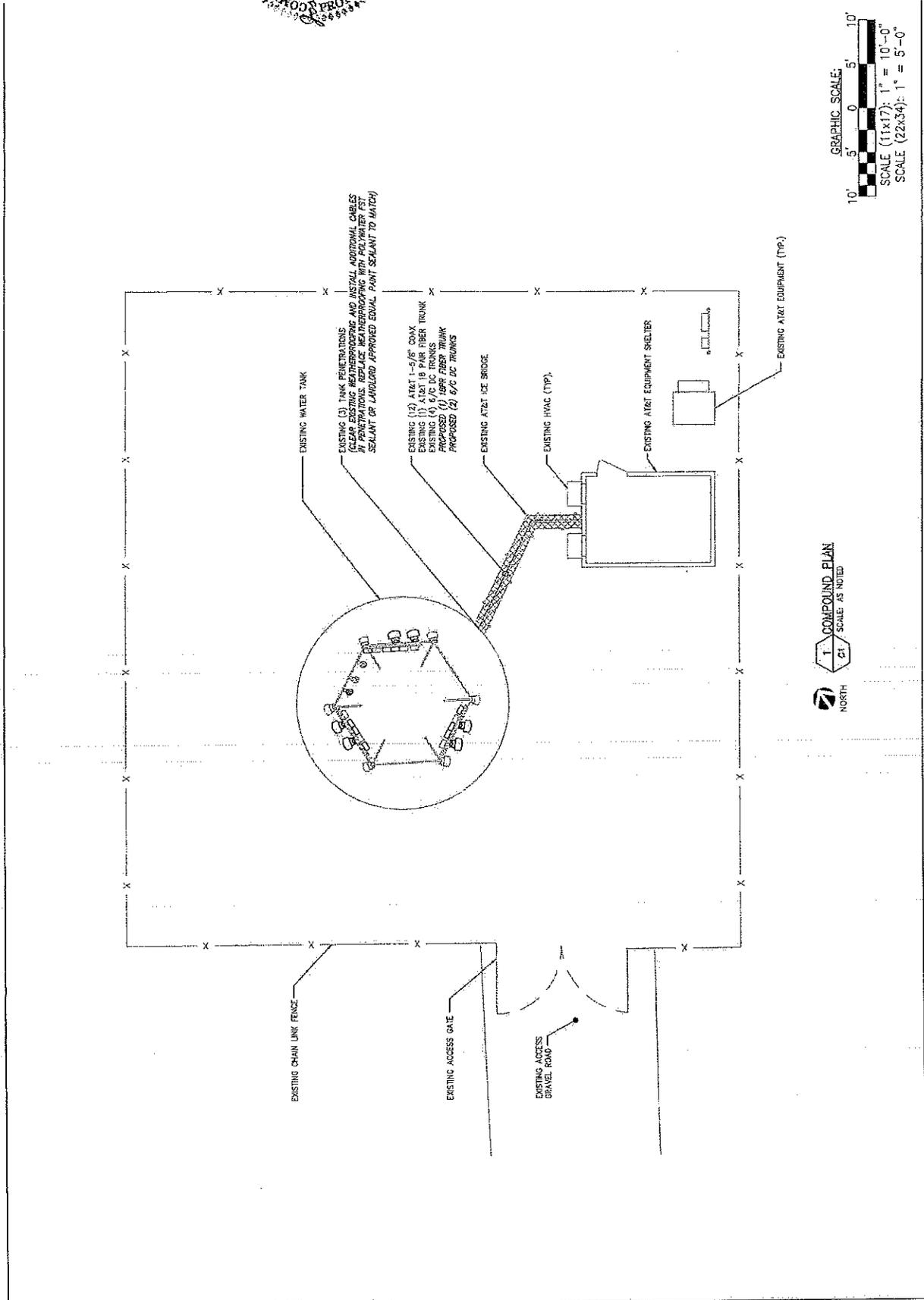
NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	12/20/18
2	ISSUED FOR CONSTRUCTION	12/20/18

Prepared For: **TOWN OF BERRYVILLE**
 Project No: **50187**
 Date: **12/20/18**

1324 MILLON RD
 HANCOCK MO 63106
 636-226-8000 TEL
 636-221-2992 FAX

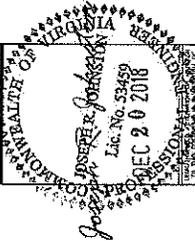


COMPOUND PLAN
 Drawing Number: **C1**





INFINIGY
 1033 Waterford Shiloh Rd
 Ashburn, VA 20148
 Office: (703) 899-0299
 Fax: (703) 899-0799



PROJECT NUMBER: 486-202
 PROJECT TITLE: TOWN OF BERRYVILLE
 SITE ID: 50187
 FA # 10068492
 201 DOWNTOWN CASE SERVICE
 PREPARED FOR: smartlink

3833 METZ RD
 HARRISBURG, PA 17110
 TEL: (717) 866-8445
 FAX: (717) 221-3982

ELEVATION AND RF SCHEDULE
 Drawing Number: C2

SECTOR	ANTENNA POSITION	ANTENNA MAKE	ANTENNA MODEL	RAD CTR FT. AGL	AZIMUTH	RRV/THA QTY/MAKE/MODEL	FILTER/DPLEXER QTY/MAKE/MODEL	E-PLI	H-ILT
A	#1	KATHREIN	80010121	146'-0"	20°	(2) POWERWAVE LPD2140	-	0' (UMTS 850)	0'
	#2	COMMSCOPE	NNH-65A-R4	148'-0"	20°	(1) AIRSCALE B121/4 (1) RRH425-ANS	-	2' (LTE 700) 2' (LTE AWS) 2' (LTE 700)	0'
	#3	COMMSCOPE	NNH-65A-R4	146'-0"	20°	(1) AIRSCALE BS (1) B2S RRH430-4R	-	2' (LTE 1900) 2' (LTE 850) 2' (SC 850)	0'
	#4	COMMSCOPE	SRNH-1065A	146'-0"	20°	(1) RRH440-07L-0E (1) RRH 4425-WIS-4R	-	3' (LTE 700) 0' (LTE WIS)	0'
B	#5	KATHREIN	80010121	146'-0"	130°	(2) POWERWAVE LPD2140	-	0' (UMTS 850)	0'
	#6	KATHREIN	80010966K	146'-0"	130°	(1) AIRSCALE B121/4 (1) RRH425-ANS	-	1' (LTE 700) 2.5' (LTE AWS) 1' (LTE 700)	0'
	#7	KATHREIN	80010966K	146'-0"	130°	(1) AIRSCALE BS (1) B2S RRH430-4R	-	2.5' (LTE 1900) 1' (LTE 850) 1' (SC 850)	0'
	#8	CC - HEX	HPA-65R-BUL-HB-K	146'-0"	130°	(1) RRH440-07L-0E (1) RRH 4425-WIS-4R	-	3' (LTE 700) 0' (LTE WIS)	0'
C	#9	KATHREIN	80010121	146'-0"	280°	(2) POWERWAVE LPD2140	-	0' (UMTS 850)	0'
	#10	KATHREIN	80010966K	146'-0"	280°	(1) AIRSCALE B121/4 (1) RRH425-ANS	-	4' (LTE 700) 2.5' (LTE AWS) 4' (LTE 700)	0'
	#11	KATHREIN	80010966K	146'-0"	280°	(1) AIRSCALE BS (1) B2S RRH430-4R	-	1.5' (LTE 1900) 4' (LTE 850) 4' (SC 850)	0'
	#12	CC - HEX	HPA-65R-BUL-HB-K	146'-0"	280°	(1) RRH440-07L-0E (1) RRH 4425-WIS-4R	-	4' (LTE 700) 1' (LTE WIS)	0'

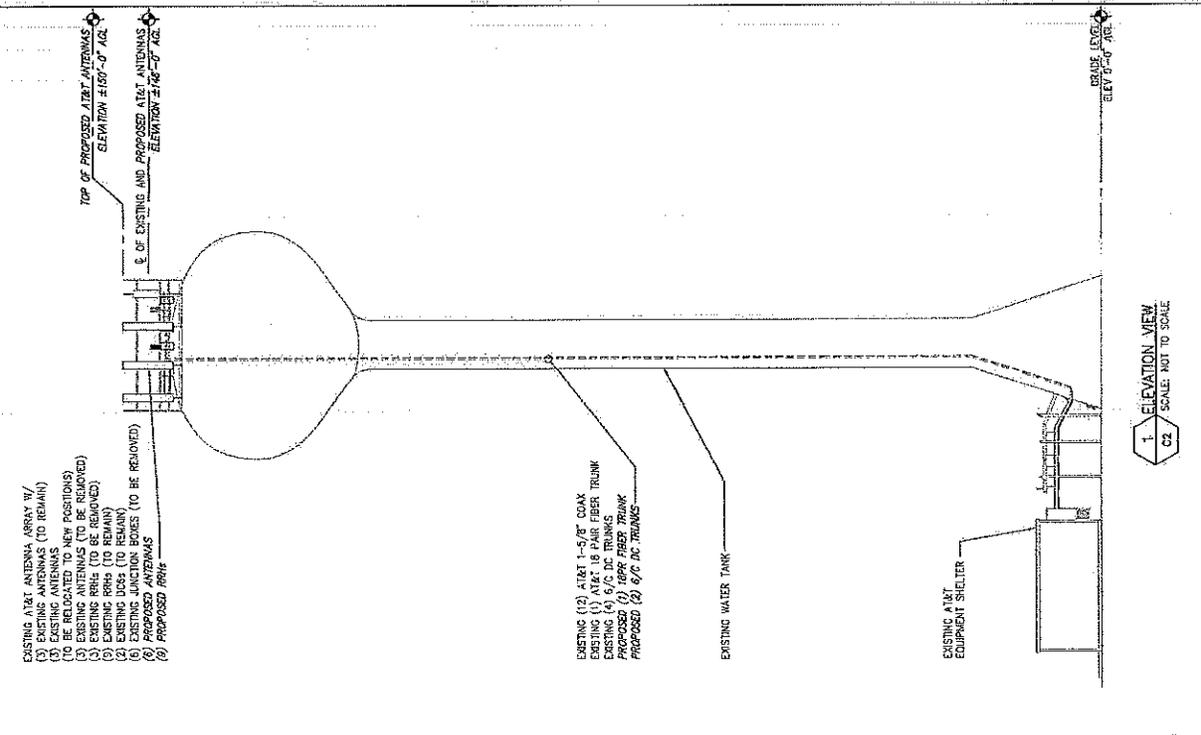
SURGE PROTECTION DEVICE SCHEDULE

TYPE	LOCATION	QTY
DCS	SECTOR LEVEL	2
DCR	SECTOR LEVEL	1

CABLE SCHEDULE

SYSTEM	TYPE	QTY	LENGTH
UMTS	1-5/8" COAX	12	180'±
LTE	18 PAIR FIBER	1	230'±
LTE	48 AWG 6/C DC	4	230'±
LTE	FWWT-606-S	2	230'±
LTE	18 PAIR FIBER	1	230'±

RF DESIGN NOTE:
 THIS ANTENNA AND CABLE SCHEDULE HAS BEEN CREATED USING THE FOLLOWING AT&T FILES
 DATE: 09/29/18 REGION: 2018.02 OF ALL ANTENNA DESIGN, ZONING, STRUCTURAL ANALYSIS
 RESULTS, AND COMPLIANCE REQUIREMENTS ARE GOVERNED BY THE APPLICABLE REGULATIONS.



- EXISTING AT&T ANTENNAS (TO REMAIN)
- (1) EXISTING ANTENNAS (TO REMAIN)
- (2) EXISTING ANTENNAS (TO BE REMOVED)
- (3) EXISTING RRH (TO BE REMOVED)
- (4) EXISTING JUNCTION BOXES (TO BE REMOVED)
- (5) EXISTING DC TRUNKS (TO REMAIN)
- (6) EXISTING DC TRUNKS (TO BE REMOVED)
- (7) PROPOSED ANTENNAS
- (8) PROPOSED RRHs

- EXISTING (1) AT&T 1-5/8" COAX
- EXISTING (1) AT&T 18 PAIR FIBER TRUNK
- EXISTING (4) 6/C DC TRUNKS
- PROPOSED (1) 18PR FIBER TRUNK
- PROPOSED (2) 6/C DC TRUNKS

1. ELEVATION VIEW
 SCALE: NOT TO SCALE

2. RF SCHEDULE
 NOT TO SCALE

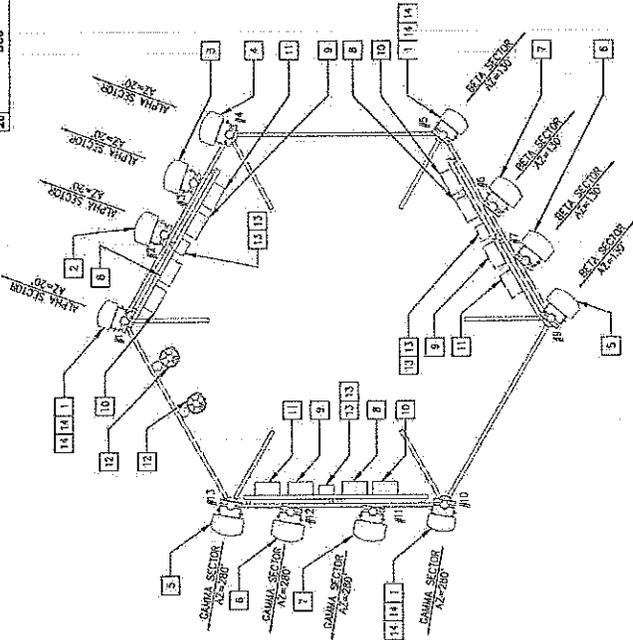
AT&T TOWER PIM NOTICE

- REMOVE ALL EXCESS GALVANNEUM AND GALVANNEUM SURFACES BY SAND-BLASTING TO REVEAL UNPAINTED METAL. USE 100 MESH SAND-BLASTING MEDIA AT THE TOWER LEVEL AND/OR AIR-BLAST MEDIA ON ROOF. GALVANNEUM SHALL BE REMOVED TO A MINIMUM OF 1/16" UNLESS OTHERWISE SPECIFIED. REMOVE ALL UNNECESSARY HARDWARE THAT IS NOT CURRENTLY SUPPORTING ANTENNAS, BRACKETS, BRACKETS, ANTENNA SUPPORTS, ETC. TO MAINTAIN CLEARANCE FROM THE TOWER. REMOVE ALL UNNECESSARY HARDWARE THAT IS NOT CURRENTLY SUPPORTING ANTENNAS, BRACKETS, BRACKETS, ANTENNA SUPPORTS, ETC. TO MAINTAIN CLEARANCE FROM THE TOWER. REMOVE ALL UNNECESSARY HARDWARE THAT IS NOT CURRENTLY SUPPORTING ANTENNAS, BRACKETS, BRACKETS, ANTENNA SUPPORTS, ETC. TO MAINTAIN CLEARANCE FROM THE TOWER.
- THE MOUNTING SURFACE (INCLUDING REGIONAL OF WHICH CORROSION WITH A SWITCHING BRISTLE PAD, PAINT ANY EXPOSED METAL WHERE THERE WAS REST OR GALVANNEUM HAS BEEN DAMAGED WITH COOL-DAMPENING PAINT (COOL-DAMP). USE 100-GRIT SAND-BLASTING MEDIA TO REMOVE GALVANNEUM FROM THE MOUNTING SURFACE. REMOVE GALVANNEUM FROM THE MOUNTING SURFACE. REMOVE GALVANNEUM FROM THE MOUNTING SURFACE.
- COOL-DAMP PAINT SHALL BE APPLIED TO ALL GALVANNEUM SURFACES THAT HAVE BEEN DAMAGED BY SAND-BLASTING. DO NOT USE NOSE CLAMPS TO SECURE CABLE HANGERS OR HANGER WADERS IN HIGH WIND ZONES.
- DO NOT REMOVE BRISLE TAPS TO BE GAUGES FOR SCALE.

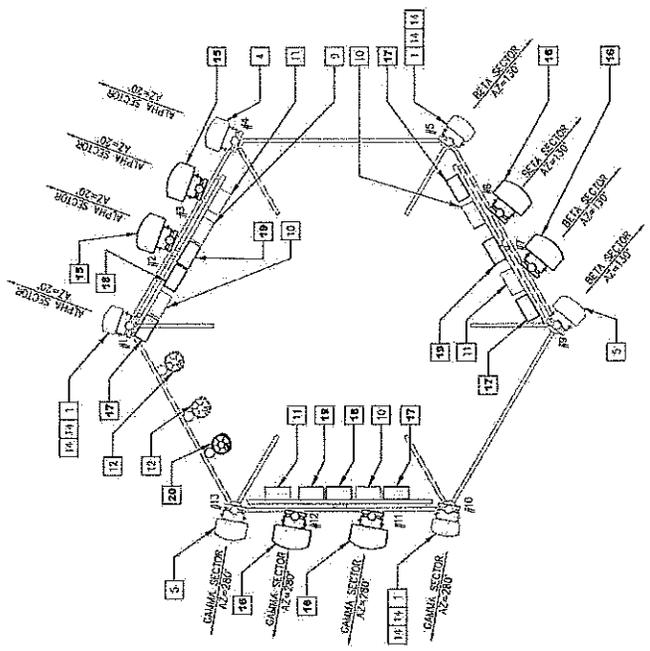
ANTENNA	DESCRIPTION	TYPE	CITY	STATUS
1	80010121	ANTENNA	3	REMAIN
2	80010121	ANTENNA	1	REMOVED
3	80010121	ANTENNA	1	REMOVED
4	80010121	ANTENNA	1	REMAIN
5	80010121	ANTENNA	2	REMAIN
6	80010121	ANTENNA	2	REMOVED
7	80010121	ANTENNA	2	REMOVED
8	80010121	RRH	3	REMOVED
9	80010121	RRH	3	REMAIN
10	80010121	RRH	3	REMAIN
11	80010121	DC/RRH MOUNT	2	REMAIN
12	80010121	DC/RRH MOUNT	2	REMAIN
13	80010121	DC/RRH MOUNT	6	REMOVED
14	80010121	TMA	6	REMAIN
15	80010121	ANTENNA	2	PROPOSED
16	80010121	RRH	3	PROPOSED
17	80010121	RRH	3	PROPOSED
18	80010121	RRH	3	PROPOSED
19	80010121	RRH	3	PROPOSED
20	80010121	DO/FIBER MOUNT	1	PROPOSED

NOTE:

- LAYOUT SHOWN BASED ON AVAILABLE INFORMATION FROM THE FIELD. VERIFY ALL INFORMATION IN THE FIELD BEFORE CONSTRUCTION.
- NO EXISTING OR PROPOSED TELESTRUCTURE TO EXCEED A SPAN OF 4' BETWEEN SUPPORTS. REMOVE AND REPLACE EXISTING TELESTRUCTURE AS NECESSARY FOR MAX. 4' SPAN WHEN UTILIZED.
- SEE SHEETS C5 AND C6 FOR PROPOSED EQUIPMENT MOUNTING DETAILS.



1. ANTENNA ORIENTATION PLAN (EXISTING)
C5 / NOT TO SCALE



2. ANTENNA ORIENTATION PLAN (PROPOSED)
C6 / NOT TO SCALE



FINIGY

PROFESSIONAL ENGINEER
 JOSEPH J. JOHNSON
 License No. 33459
 DEC 20 2018

TOWN OF BERRYVILLE
 SITE ID: 50187
 FA # 10068492
 201 TOWN OF BERRYVILLE
 BERRYVILLE, VA 22611

smartlink
 1382 HELLOR RD
 HANOVER, MD 21076
 TEL: 410-828-8343
 FAX: (410) 211-2922

ANTENNA ORIENTATION PLAN

C3



INFINIGY
1033 Waverly Blaine Rd
Arling, VA 22204
Fax # (571) 650-0783



Project No.	412-023
Project Title	TOWN OF BERRYVILLE
Site ID	50187
FA #	10088492
Project Manager	201 GLEN WATKINS DRIVE FARMERSVILLE, VA 22431
Project Engineer	JOSEPH ROBINSON
Project Designer	JOSEPH ROBINSON
Project Checker	JOSEPH ROBINSON
Project Date	12/12/17
Project Location	412-023
Project Status	412-023
Project Notes	412-023

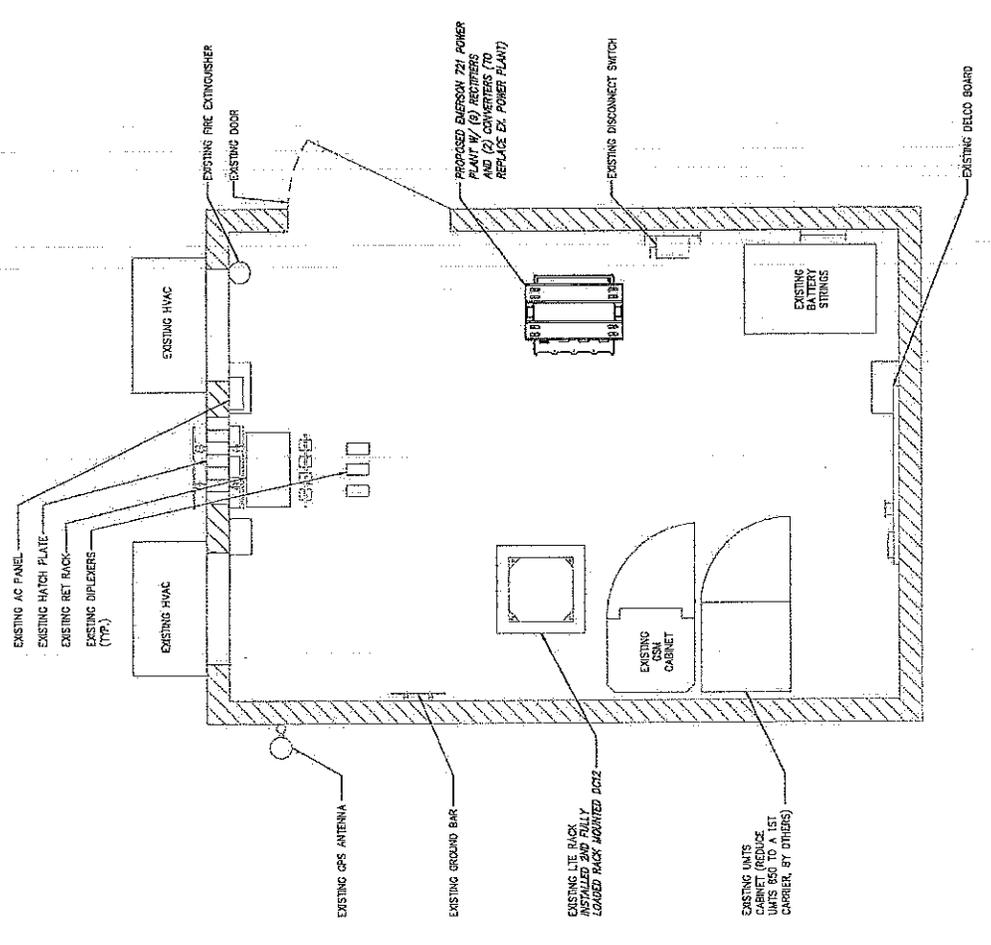
smartlink
5922 MATSON RD
HARRISBURG, VA 22186
TEL (434) 582-6043
FAX (434) 221-2863

EQUIPMENT LAYOUT AND SCOPE

Drawing Number: **C4**

NO.	DESCRIPTION	DATE	BY	CHKD.
1	ISSUED FOR PERMIT	12/12/17	JR	JR
2	ISSUED FOR CONSTRUCTION	12/12/17	JR	JR
3	ISSUED FOR AS-BUILT	12/12/17	JR	JR

2 SCOPE OF WORK
SCALE: NOT TO SCALE

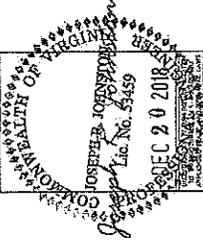


1 EQUIPMENT LAYOUT
SCALE: NOT TO SCALE





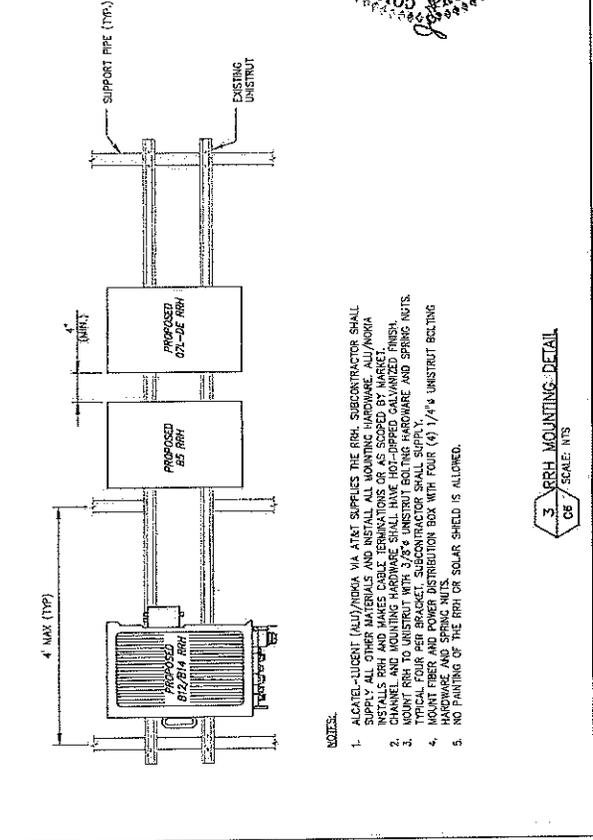
INFINIGY
 1033 Westlake Shaker Rd
 Abingon, PA 17205
 Office (610) 698-0792
 Fax (610) 698-0793



Project Title	TOWN OF BERRYVILLE
Site ID	50187
FA #	10068492
Project No.	1530 BERRYVILLE
Project Name	1530 BERRYVILLE
Project Location	BERRYVILLE, VA
Project Date	12/20/18
Project Status	AS BUILT
Project Manager	J. JOSEPH
Project Engineer	J. JOSEPH
Project Designer	J. JOSEPH
Project Checker	J. JOSEPH
Project Approver	J. JOSEPH

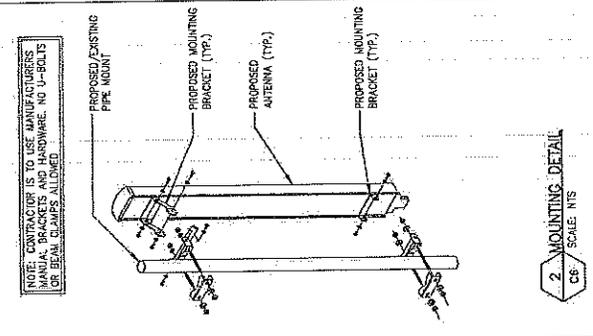
smartlink
 1530 BERRYVILLE
 HANOVER, MD 21086
 TEL (410) 592-6940
 FAX (410) 211-2282

EQUIPMENT DETAILS
 Drawing Title
 Drawing Number
C6



- NOTES:**
1. LOCATED UNISTRUT (AUG 2018) VIA AT&T SUPPLIES THE RRH. SUBCONTRACTOR SHALL SUPPLY ALL OTHER MATERIALS AND INSTALL ALL MOUNTING HARDWARE. ALL/AN/DIA INSTALLS RRH AND MAKES CABLE TERMINATIONS OR AS SCOPED BY MARKET.
 2. CHANNEL AND MOUNTING HARDWARE SHALL HAVE HOT-DIPPED GALVANIZED FINISH.
 3. MOUNT RRH TO UNISTRUT WITH 3/8\"/>

1 RRH MOUNTING DETAIL
 SCALE: NTS



2 MOUNTING DETAIL
 SCALE: NTS

REMOTE RADIO HEAD (RRH)

RRH MODEL	HEIGHT & WIDTH & DEPTH	WEIGHT
ALL RRH 2-40-02A1	24.8x11.5x5.1"	52.21 LBS
ALL RRH 4-20-0R	21.2x11.97x7.18"	52.9 LBS
ALL RRH 4-25-0R	31.5x12.0x8.7"	31.5 LBS
ALL RRH 4-25-0R-4R	25.2x11.9x7.2"	33.1 LBS
RRH RRH 4-14-014 120W RRH	25.2x11.9x7.2"	59.7 LBS
RRH RRH 4-14-014 300W RRH	25.2x11.9x7.2"	88.8 LBS
RRH RRH 4-14-014 300W RRH-8	33.7x11.5x6.4"	38.4 LBS

CLEARANCE REQ'D
FRONT
BACK
RIGHT
LEFT
TOP
BOTTOM

NOTES:

1. ALL/AN/DIA SUPPLIES RRH AND RRH MOUNTING BRACKET. SUBCONTRACTOR SHALL SUPPLY UNISTRUT AND INSTALL RRH AND ALL MOUNTING HARDWARE INCLUDING ALL/AN/DIA RRH WALL MOUNTING BRACKET IF NECESSARY. ALL/AN/DIA MAKES CABLE TERMINATIONS.
2. DIMENSIONS AND WEIGHTS ARE FOR RRH WITHOUT MOUNTING BRACKET.

1 RRH DETAIL
 SCALE: NTS

WW-tank

SECOND AMENDMENT TO WATER TANK SITE LEASE AGREEMENT

THIS SECOND AMENDMENT TO WATER TANK LEASE AGREEMENT ("**Second Amendment**"), dated as of the latter of the signature dates below, is by and between **Town of Berryville, VA, a Virginia municipal corporation** having a mailing address of 101 Chalmers Court, Berryville, Virginia, 22611 ("**Lessor**") and **New Cingular Wireless PCS, LLC, a Delaware limited liability company**, successor in interest to Triton PCS Property Company, LLC, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 ("**Lessee**").

WHEREAS, Lessor and Lessee entered into a Water Tank Site Lease Agreement dated June 29, 2001, as amended by that certain First Amendment to Water Tank Site License Agreement dated May, 20 2013 (collectively referred to herein as the "**Agreement**"), whereby Lessor leased to Lessee certain Lease Premises, therein described, being a portion of Lessor's water tank located on the Property situated off Tom Whitacre Circle adjacent to the Town of Berryville, in Clarke County, Virginia; and

WHEREAS, Lessee currently has located nine (9) antenna panels on the water tank, and currently pays a monthly rent of Two Thousand Eight Hundred Twelve Dollars and 51/100 (\$ 2,812.51); and

WHEREAS, Lessor and Lessee desire to amend the Agreement to allow for the installation of additional antennas, associated cables, and other communications instruments, and to adjust the rent in conjunction with the modifications to the Agreement contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the forgoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

1. **Additional Antennas.** Lessor consents to the installation and operation of three (3) additional antennas, associated cables and equipment as more completely described on attached Exhibit B-2. Exhibit B-2 hereby replaces Exhibit B-1 to the Agreement.

Lessor agrees to the following as a final configuration:

- (12) panel antennas
 - (6) TMA
 - (6) Diplexers
 - (12) 1-5/8" coax cables
 - (12) RRH
 - (2) DC6
 - (6) Junction Boxes
 - (2) Fiber Cables
 - (4) DC Power Cables
2. **Rent.** Commencing on the first day of the month following the date that the Lessee commences construction, Rent shall be increased by Two Hundred Dollars (\$200.00) per month, subject to adjustments as provided in the Agreement. Upon Lessee's removal of all antennae added

pursuant to this Second Amendment and thirty (30) days prior written notice to Lessor, rent shall reduce by Two Hundred Dollars (\$200.00) per month.

3. **Extension of Lights.** Prior to installation of any new antennas or associated equipment, Lessee shall relocate the two lights located on the top of the water tank to the corral at the height of the top of the highest antenna to be located on the water tank as described in Exhibit B-2.
4. **Painting.** Lessee shall paint the surfaces on all antennas, associated cables, and equipment previously or hereafter installed on the water tank, except those surfaces identified on attached Exhibit C. The surfaces shall be painted the same color as the water tank. The painting of all antennas, cables, and equipment shall be completed within 45 days of installation of the new equipment. Lessee shall maintain in proper condition the paint on all painted surfaces of antennas, cables, and equipment.
5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge, and deliver to the other a recordable Memorandum of Lease substantially in the form of the Attachment 1. Either party may record this memorandum at any time, in its absolute discretion.
6. **Other Terms and Conditions Remain** In the event of any inconsistencies between the Agreement and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Second Amendment.
7. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Second Amendment on the dates set forth below.

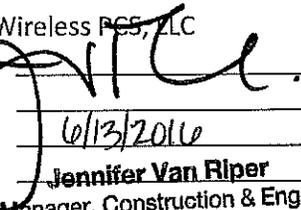
"LESSOR"

Town of Berryville

By: 
Name: KEITH DALTON
Title: TOWN MGR
Date: 6/14/16

"LESSEE"

New Cingular Wireless PCS, LLC

By: 
Name: _____
Title: 6/13/2016
Date: Jennifer Van Riper
Area Manager, Construction & Engineering
AT&T Mobility

[ACKNOWLEDGEMENTS APPEAR ON NEXT PAGE]

LESSOR ACKNOWLEDGEMENT

Municipal Corporation

COMMONWEALTH OF VIRGINIA
COUNTY OF CLARKE

The forgoing instrument was acknowledged before me on June 14, 2016 (date) by Keith Dalton, Town Manager of the Town of Berryville, Virginia, municipal corporation, on behalf of the Town.

Ann W. Phillips
Notary Public

Printed Name: Ann W. Phillips

My Commission Expires: July 31, 2019



Ann W. Phillips
NOTARY PUBLIC
Commonwealth of Virginia
Reg. #7623873
My Commission Expires
7-31-19

LESSEE ACKNOWLEDGEMENT

Limited Liability Company

STATE OF Maryland
COUNTY OF Charles

The forgoing instrument was acknowledged before me on June 13th 2016 (date) by Jennifer Van Kester (name and title of officer or agent) of New Cingular Wireless PCS, LLC, a Delaware limited liability company, on behalf of the limited liability company.

Barbara Francis
Notary Public

Printed Name: _____
My Commission Expires: _____

BARBARA FRANCIS Notary Public-Maryland Charles County My Commission Expires September 27, 2017
--

EXHIBIT B-2

See attached construction drawings, consisting of 16 pages, prepared by Maser Consulting P.A.

MASER
 CONSULTING ENGINEERS
 1000 WEST 10TH AVENUE, SUITE 100
 DENVER, CO 80202
 TEL: (303) 733-1100 FAX: (303) 733-1101
 WWW.MASER-ENGINEERS.COM

smartlink
 1302 WELDON ROAD
 HANOVER, MD 21076
 TEL: (410) 882-8040 FAX: (410) 211-4372

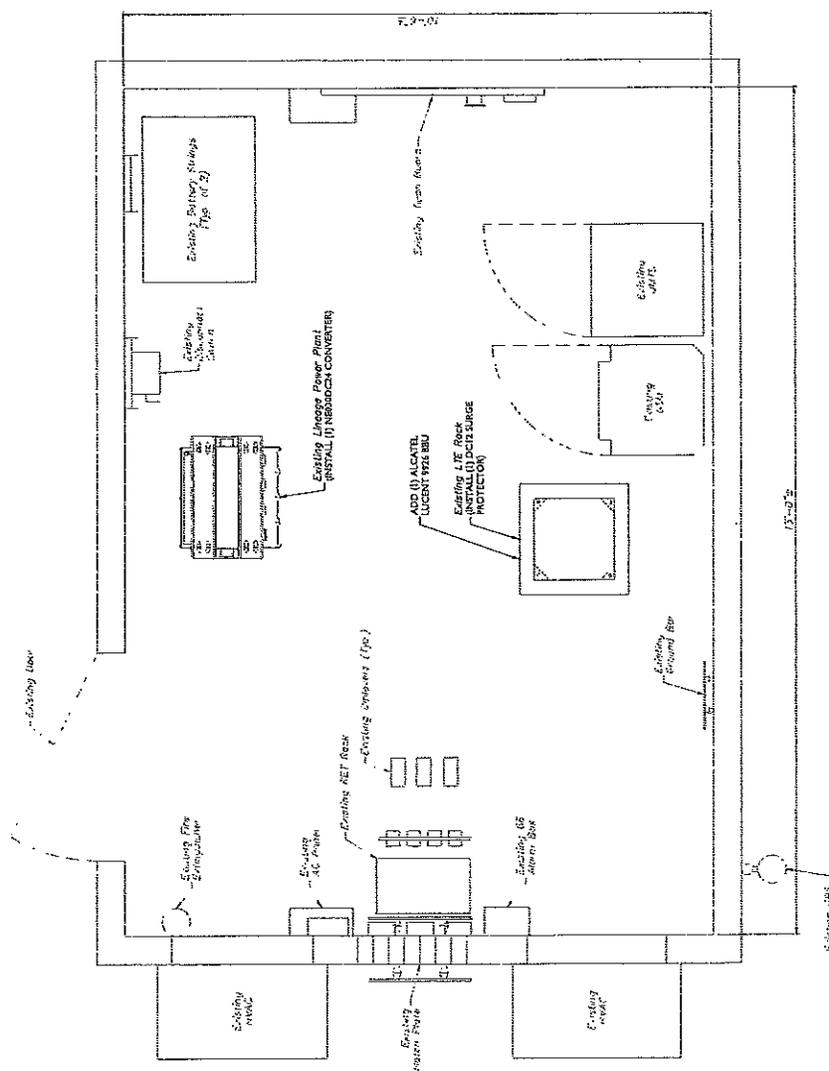
at&t
 NEW CINGULAR WIRELESS PCS, LLC
 10000 W. WILLOW BLVD
 HUNTSVILLE, AL 35894

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR PERMITTING	08/11/09	MM
2	ISSUED FOR PERMITTING	08/11/09	MM
3	ISSUED FOR PERMITTING	08/11/09	MM
4	ISSUED FOR PERMITTING	08/11/09	MM
5	ISSUED FOR PERMITTING	08/11/09	MM
6	ISSUED FOR PERMITTING	08/11/09	MM
7	ISSUED FOR PERMITTING	08/11/09	MM
8	ISSUED FOR PERMITTING	08/11/09	MM
9	ISSUED FOR PERMITTING	08/11/09	MM
10	ISSUED FOR PERMITTING	08/11/09	MM

MORITZ ENGINEERING
 1000 WEST 10TH AVENUE, SUITE 100
 DENVER, CO 80202
 TEL: (303) 733-1100 FAX: (303) 733-1101
 WWW.MORITZ-ENGINEERING.COM

SITE NAME:
 TOWN OF BERENVILLE
 ERM 10069492
 301 TOR WHITACRE CIRCLE
 BERENVILLE, MISSOURI
 CLATSOP COUNTY

EQUIPMENT LAYOUT
 A-2



EQUIPMENT LAYOUT
 (DO NOT SCALE FROM DRAWING)

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MASER
 13475 WOODBURN DRIVE
 HANNOVER, MD 21076
 TEL: (410) 582-8843 FAX: (443) 231-5249

smartlink
 13475 WOODBURN DRIVE
 HANNOVER, MD 21076
 TEL: (410) 582-8843 FAX: (443) 231-5249

at&t
 NEW BELLEVILLE, MO, LLC
 7101 STANDARD DRIVE
 HANNOVER, MD 21076

81
 COMMUNICATIONS
 100 SOUTH PINECROFT DRIVE
 HANNOVER, MD 21076

FOR AS SHOWN

1	CLIP FOR ATTACHING DEVICE TO BASE ASSEMBLY (177)	1
2	FREE CABLE DUAL INDEX PORTS (NOTE 1)	2
3	FREE JUMPER (A)	1
4	FREE JUMPER (B)	1
5	FREE JUMPER (C)	1
6	FREE JUMPER (D)	1
7	FREE JUMPER (E)	1
8	FREE JUMPER (F)	1
9	FREE JUMPER (G)	1
10	FREE JUMPER (H)	1
11	FREE JUMPER (I)	1
12	FREE JUMPER (J)	1
13	FREE JUMPER (K)	1
14	FREE JUMPER (L)	1
15	FREE JUMPER (M)	1
16	FREE JUMPER (N)	1
17	FREE JUMPER (O)	1
18	FREE JUMPER (P)	1
19	FREE JUMPER (Q)	1
20	FREE JUMPER (R)	1
21	FREE JUMPER (S)	1
22	FREE JUMPER (T)	1
23	FREE JUMPER (U)	1
24	FREE JUMPER (V)	1
25	FREE JUMPER (W)	1
26	FREE JUMPER (X)	1
27	FREE JUMPER (Y)	1
28	FREE JUMPER (Z)	1
29	FREE JUMPER (AA)	1
30	FREE JUMPER (AB)	1
31	FREE JUMPER (AC)	1
32	FREE JUMPER (AD)	1
33	FREE JUMPER (AE)	1
34	FREE JUMPER (AF)	1
35	FREE JUMPER (AG)	1
36	FREE JUMPER (AH)	1
37	FREE JUMPER (AI)	1
38	FREE JUMPER (AJ)	1
39	FREE JUMPER (AK)	1
40	FREE JUMPER (AL)	1
41	FREE JUMPER (AM)	1
42	FREE JUMPER (AN)	1
43	FREE JUMPER (AO)	1
44	FREE JUMPER (AP)	1
45	FREE JUMPER (AQ)	1
46	FREE JUMPER (AR)	1
47	FREE JUMPER (AS)	1
48	FREE JUMPER (AT)	1
49	FREE JUMPER (AU)	1
50	FREE JUMPER (AV)	1
51	FREE JUMPER (AW)	1
52	FREE JUMPER (AX)	1
53	FREE JUMPER (AY)	1
54	FREE JUMPER (AZ)	1
55	FREE JUMPER (BA)	1
56	FREE JUMPER (BB)	1
57	FREE JUMPER (BC)	1
58	FREE JUMPER (BD)	1
59	FREE JUMPER (BE)	1
60	FREE JUMPER (BF)	1
61	FREE JUMPER (BG)	1
62	FREE JUMPER (BH)	1
63	FREE JUMPER (BI)	1
64	FREE JUMPER (BJ)	1
65	FREE JUMPER (BK)	1
66	FREE JUMPER (BL)	1
67	FREE JUMPER (BM)	1
68	FREE JUMPER (BN)	1
69	FREE JUMPER (BO)	1
70	FREE JUMPER (BP)	1
71	FREE JUMPER (BQ)	1
72	FREE JUMPER (BR)	1
73	FREE JUMPER (BS)	1
74	FREE JUMPER (BT)	1
75	FREE JUMPER (BU)	1
76	FREE JUMPER (BV)	1
77	FREE JUMPER (BW)	1
78	FREE JUMPER (BX)	1
79	FREE JUMPER (BY)	1
80	FREE JUMPER (BZ)	1
81	FREE JUMPER (CA)	1
82	FREE JUMPER (CB)	1
83	FREE JUMPER (CC)	1
84	FREE JUMPER (CD)	1
85	FREE JUMPER (CE)	1
86	FREE JUMPER (CF)	1
87	FREE JUMPER (CG)	1
88	FREE JUMPER (CH)	1
89	FREE JUMPER (CI)	1
90	FREE JUMPER (CJ)	1
91	FREE JUMPER (CK)	1
92	FREE JUMPER (CL)	1
93	FREE JUMPER (CM)	1
94	FREE JUMPER (CN)	1
95	FREE JUMPER (CO)	1
96	FREE JUMPER (CP)	1
97	FREE JUMPER (CQ)	1
98	FREE JUMPER (CR)	1
99	FREE JUMPER (CS)	1
100	FREE JUMPER (CT)	1

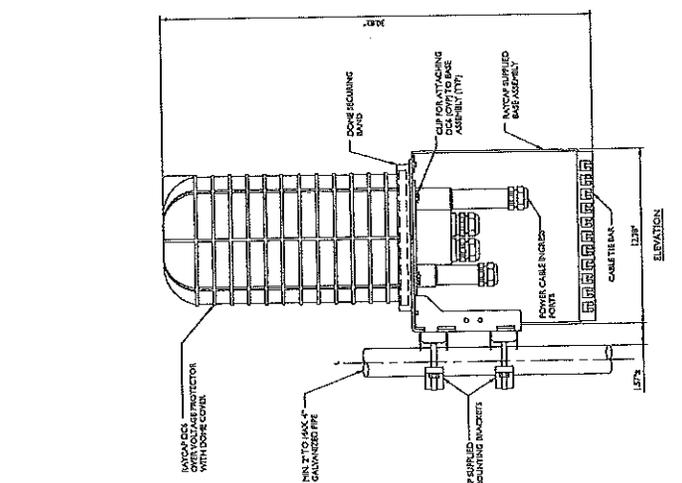
RESISTOR NETWORK
 100 OHMS
 1/4 WATT
 1% TOLERANCE
 0603

NOTE:
 THIS PART IS TO BE USED IN CONJUNCTION WITH THE
 RAYCAP DC6-48-60-18-8F & DC6-48-60-0-8F
 DC POWER OVER VOLTAGE PROTECTOR (OVVP)
 POLE MOUNT BASE ASSEMBLY
 NOT FOR SALE

SITE NAME:
 TOWN OF BERRYVILLE
 EA# 100069492
 201 TON WHITFACRE CIRCLE
 BERRYVILLE, VA 22611
 CLARKE COUNTY

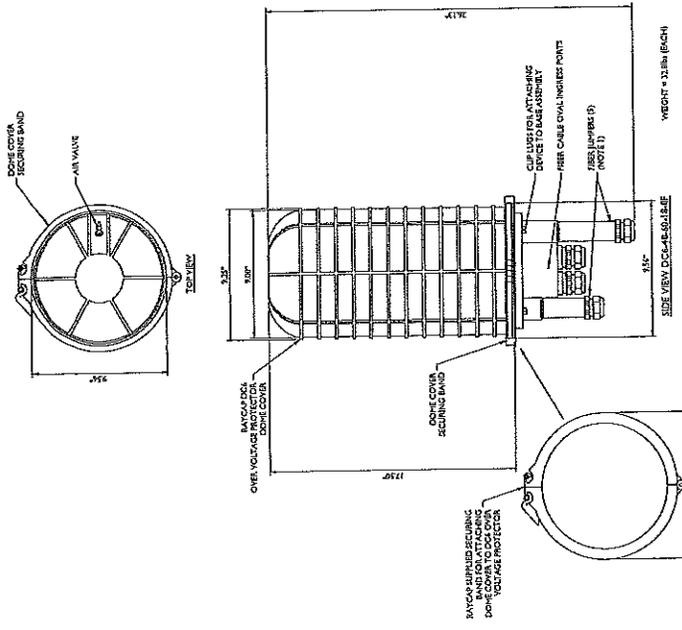
DATE:
 08/11/03

SCALE:
 1" = 1"



NOTE:
 RAYCAP VOLTAGE SUPPRESSORS DO NOT REQUIRE PROTECTION AND PRE-ROUTING
 BRACKET. RECOMMEND FOR POLYURETHANE FINISH.

**RAYCAP DC6-48-60-18-8F & DC6-48-60-0-8F
 DC POWER OVER VOLTAGE PROTECTOR (OVVP)
 POLE MOUNT BASE ASSEMBLY**
 NOT FOR SALE



NOTE:
 RAYCAP VOLTAGE SUPPRESSORS DO NOT REQUIRE PROTECTION AND PRE-ROUTING
 BRACKET. RECOMMEND FOR POLYURETHANE FINISH.

DC6 SURGE SUPPRESSION DOME DETAIL
 NOT FOR SALE

DETAILS-1
 A-7

MASER
10000 W. BERRYVILLE RD.
BERRYVILLE, VA 22834
TEL: 540-338-2971 FAX: 540-338-2971

smartlink
10000 W. BERRYVILLE RD.
BERRYVILLE, VA 22834
TEL: 540-338-2971 FAX: 540-338-2971

at&t
NEW CINGULAR WIRELESS PCS, LLC
10000 W. BERRYVILLE RD.
BERRYVILLE, VA 22834
TEL: 540-338-2971 FAX: 540-338-2971

VERIZON
10000 W. BERRYVILLE RD.
BERRYVILLE, VA 22834
TEL: 540-338-2971 FAX: 540-338-2971

NICOLET
10000 W. BERRYVILLE RD.
BERRYVILLE, VA 22834
TEL: 540-338-2971 FAX: 540-338-2971

15M-177A

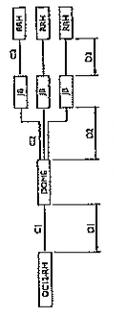
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3	10/15/16	10/15/16	10/15/16	10/15/16
4	10/15/16	10/15/16	10/15/16	10/15/16
5	10/15/16	10/15/16	10/15/16	10/15/16
6	10/15/16	10/15/16	10/15/16	10/15/16
7	10/15/16	10/15/16	10/15/16	10/15/16
8	10/15/16	10/15/16	10/15/16	10/15/16
9	10/15/16	10/15/16	10/15/16	10/15/16
10	10/15/16	10/15/16	10/15/16	10/15/16
11	10/15/16	10/15/16	10/15/16	10/15/16
12	10/15/16	10/15/16	10/15/16	10/15/16
13	10/15/16	10/15/16	10/15/16	10/15/16
14	10/15/16	10/15/16	10/15/16	10/15/16
15	10/15/16	10/15/16	10/15/16	10/15/16
16	10/15/16	10/15/16	10/15/16	10/15/16
17	10/15/16	10/15/16	10/15/16	10/15/16
18	10/15/16	10/15/16	10/15/16	10/15/16
19	10/15/16	10/15/16	10/15/16	10/15/16
20	10/15/16	10/15/16	10/15/16	10/15/16

SITE NAME:
TOWN OF BERRYVILLE
EAP 10008492
201 TOM WATKINS CIRCLE
BERRYVILLE VA 22811
CLARKE COUNTY

DETAILS-3
A-8

FIBER TRUNK CHANNEL	TECHNOLOGY	FREQUENCY BAND	SECTOR	IMMERSION	FIBER TAG
L1	LTE	700 BC	ALPHA POS2	700-2A	
L2	LTE	700 BC	BETA POS6	700-6A	
L3	LTE	700 BC	GAMMA POS10	700-10A	
L4	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L5	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L6	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L7	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L8	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L9	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L10	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L11	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L12	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L13	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L14	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L15	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L16	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L17	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L18	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L19	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L20	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L21	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L22	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L23	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L24	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L25	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L26	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L27	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	
L28	LTE	1.9E AWS	ALPHA POS2	1.9E-2A	
L29	LTE	1.9E AWS	BETA POS4	1.9E-4A	
L30	LTE	1.9E AWS	GAMMA POS10	1.9E-10A	

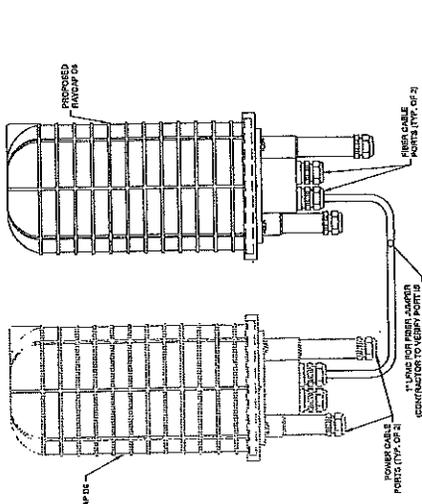
FIBER TRUNK ASSIGNMENTS



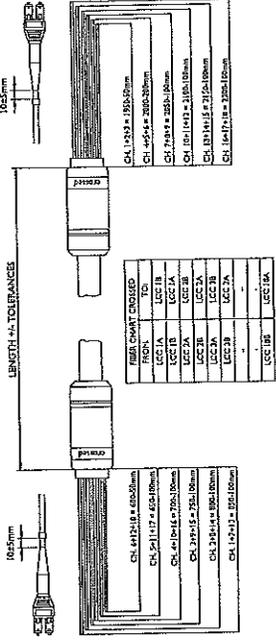
CHANNEL	LENGTH (FT)	ALLOCATION (AU)
C1	75	100
C2	100	125
C3	125	150
C4	150	175
C5	175	200
C6	200	225
C7	225	250
C8	250	275
C9	275	300
C10	300	325
C11	325	350
C12	350	375
C13	375	400
C14	400	425
C15	425	450
C16	450	475
C17	475	500
C18	500	525
C19	525	550
C20	550	575
C21	575	600
C22	600	625
C23	625	650
C24	650	675
C25	675	700
C26	700	725
C27	725	750
C28	750	775
C29	775	800
C30	800	825

CHANNEL	LENGTH (FT)	INCHES
C1	75	100
C2	100	125
C3	125	150
C4	150	175
C5	175	200
C6	200	225
C7	225	250
C8	250	275
C9	275	300
C10	300	325
C11	325	350
C12	350	375
C13	375	400
C14	400	425
C15	425	450
C16	450	475
C17	475	500
C18	500	525
C19	525	550
C20	550	575
C21	575	600
C22	600	625
C23	625	650
C24	650	675
C25	675	700
C26	700	725
C27	725	750
C28	750	775
C29	775	800
C30	800	825

DC CABLE LENGTH



DC6 TO DC6 JUMPER CONNECTION DETAIL



FIBER CONNECTION DETAIL

MASER
 10000 W. BERRYVILLE PIKE
 BERRYVILLE, VA 22611
 TEL: (410) 582-8043 FAX: (410) 211-2182

smartlink
 2180 W. BERRYVILLE PIKE
 HANOVER, MD 21046
 TEL: (410) 582-8043 FAX: (410) 211-2182

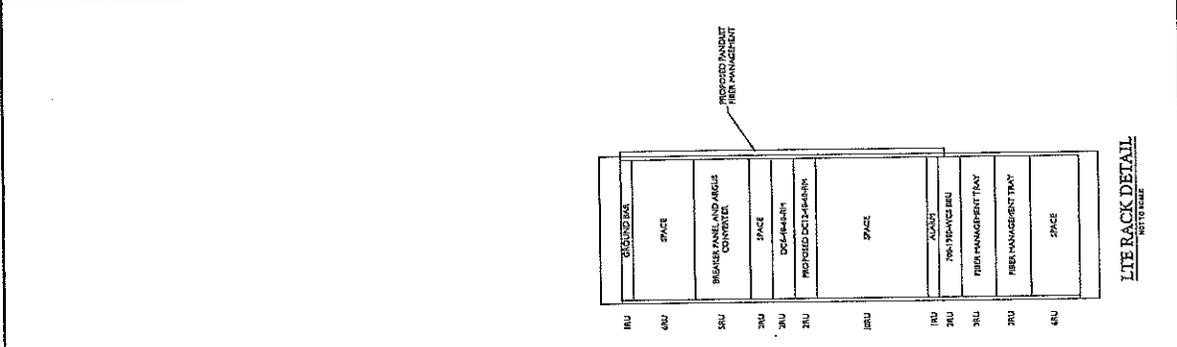
at&t
 NEW CIRCULAR WIRELESS, LLC
 1150 STANDARD DRIVE
 HANOVER, MD 21076

ES
 15141177A

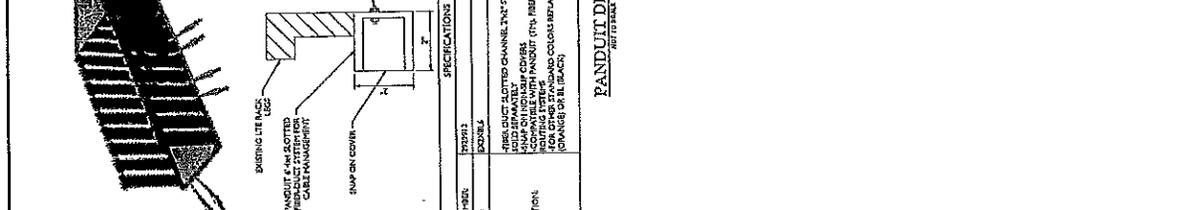
NORTEL
 300 N. ZEEB ROAD
 BERRYVILLE, VA 22611

SITE NAME:
 TOWN OF BERRYVILLE
 FA# 10068492
 301 TOM WHITACRE CIRCLE
 BERRYVILLE VA 22611
 CLARKE COUNTY

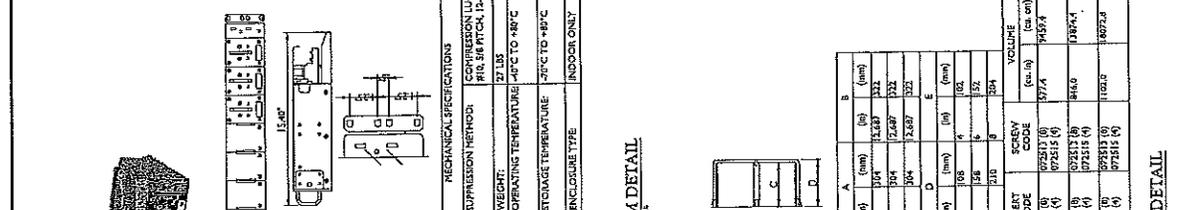
DETAILS:
 A-9



RU	DESCRIPTION
1RU	GROUND BUS
2RU	SPACE
3RU	BUSBAR AND ARGUS CONNECTOR
4RU	SPACE
5RU	DC-48V-48V
6RU	PROPOSED DC-48V-48V
7RU	SPACE
8RU	ALUMINUM
9RU	200-120V-200V
10RU	FIBER-MANAGEMENT TRAY
11RU	FIBER-MANAGEMENT TRAY
12RU	SPACE



PART NUMBER	DESCRIPTION
1022913	ROTOR
1022914	ROTOR
1022915	ROTOR
1022916	ROTOR
1022917	ROTOR
1022918	ROTOR
1022919	ROTOR
1022920	ROTOR
1022921	ROTOR
1022922	ROTOR
1022923	ROTOR
1022924	ROTOR
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1022926	ROTOR
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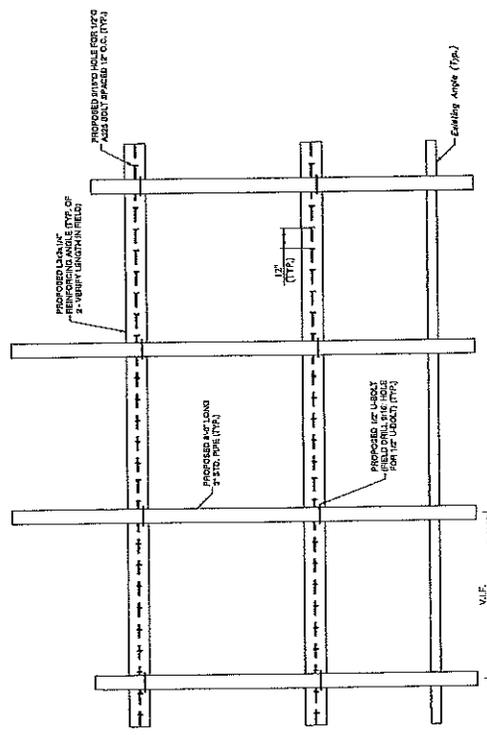
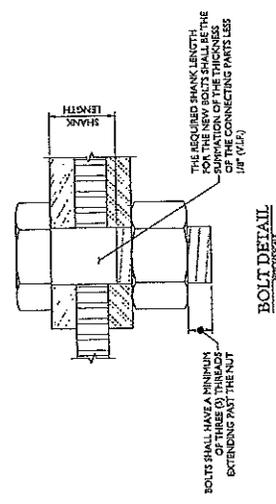
PRODUCT CODE	PART NUMBER	NOMINAL SIZE (in)	NOMINAL SIZE (mm)	A (in)	B (in)	C (in)	D (in)	E (in)	VOLUME (cu in)
078250	078250	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078251	078251	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078252	078252	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078253	078253	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078254	078254	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078255	078255	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078256	078256	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078257	078257	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078258	078258	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078259	078259	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078260	078260	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078261	078261	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078262	078262	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078263	078263	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078264	078264	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078265	078265	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078266	078266	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078267	078267	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078268	078268	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078269	078269	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078270	078270	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078271	078271	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078272	078272	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078273	078273	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078274	078274	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078275	078275	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078276	078276	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078277	078277	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078278	078278	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078279	078279	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078280	078280	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078281	078281	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078282	078282	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078283	078283	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078284	078284	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078285	078285	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078286	078286	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078287	078287	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078288	078288	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078289	078289	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078290	078290	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078291	078291	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078292	078292	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078293	078293	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078294	078294	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078295	078295	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078296	078296	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078297	078297	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078298	078298	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078299	078299	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078300	078300	12	305	1.25	1.68	1.0	1.0	1.0	145.7



PRODUCT CODE	PART NUMBER	NOMINAL SIZE (in)	NOMINAL SIZE (mm)	A (in)	B (in)	C (in)	D (in)	E (in)	VOLUME (cu in)
078301	078301	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078302	078302	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078303	078303	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078304	078304	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078305	078305	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078306	078306	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078307	078307	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078308	078308	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078309	078309	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078310	078310	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078311	078311	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078312	078312	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078313	078313	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078314	078314	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078315	078315	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078316	078316	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078317	078317	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078318	078318	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078319	078319	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078320	078320	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078321	078321	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078322	078322	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078323	078323	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078324	078324	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078325	078325	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078326	078326	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078327	078327	12	305	1.25	1.68	1.0	1.0	1.0	145.7
078328	078328	12	305</						

<p>MASER CONSULTING ENGINEERS 10000 WOODBURN DRIVE HANOVER, MD 21076 TEL: (410) 326-1000 FAX: (410) 326-1001 www.maser.com</p>	<p>smartlink TOWER & ANTENNA SITE #10 HANOVER, MD 21076 TEL: (410) 326-1000 FAX: (410) 326-1001</p>	<p>at&t NEW CINCINNATI WIRELESS, P.C., LLC 1155 STANDARD DRIVE HANOVER, MD 21076</p>	<p>8U CONSULTING ENGINEERS 10000 WOODBURN DRIVE HANOVER, MD 21076 TEL: (410) 326-1000 FAX: (410) 326-1001</p>	<table border="1"> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>DATE</th> </tr> <tr> <td>1.</td> <td>ISSUE FOR CONSTRUCTION</td> <td>08/14/07</td> </tr> <tr> <td>2.</td> <td>REVISED FOR COMMENTS</td> <td>08/21/07</td> </tr> <tr> <td>3.</td> <td>REVISED FOR COMMENTS</td> <td>09/04/07</td> </tr> <tr> <td>4.</td> <td>REVISED FOR COMMENTS</td> <td>09/11/07</td> </tr> <tr> <td>5.</td> <td>REVISED FOR COMMENTS</td> <td>09/18/07</td> </tr> <tr> <td>6.</td> <td>REVISED FOR COMMENTS</td> <td>09/25/07</td> </tr> <tr> <td>7.</td> <td>REVISED FOR COMMENTS</td> <td>10/02/07</td> </tr> 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REVISED FOR COMMENTS	04/22/09	89.	REVISED FOR COMMENTS	04/29/09	90.	REVISED FOR COMMENTS	05/06/09	91.	REVISED FOR COMMENTS	05/13/09	92.	REVISED FOR COMMENTS	05/20/09	93.	REVISED FOR COMMENTS	05/27/09	94.	REVISED FOR COMMENTS	06/03/09	95.	REVISED FOR COMMENTS	06/10/09	96.	REVISED FOR COMMENTS	06/17/09	97.	REVISED FOR COMMENTS	06/24/09	98.	REVISED FOR COMMENTS	07/01/09	99.	REVISED FOR COMMENTS	07/08/09	100.	REVISED FOR COMMENTS	07/15/09	101.	REVISED FOR COMMENTS	07/22/09	102.	REVISED FOR COMMENTS	07/29/09	103.	REVISED FOR COMMENTS	08/05/09	104.	REVISED FOR COMMENTS	08/12/09	105.	REVISED FOR COMMENTS	08/19/09	106.	REVISED FOR COMMENTS	08/26/09	107.	REVISED FOR COMMENTS	09/02/09	108.	REVISED FOR COMMENTS	09/09/09	109.	REVISED FOR COMMENTS	09/16/09	110.	REVISED FOR COMMENTS	09/23/09	111.	REVISED FOR COMMENTS	09/30/09	112.	REVISED FOR COMMENTS	10/07/09	113.	REVISED FOR COMMENTS	10/14/09	114.	REVISED FOR COMMENTS	10/21/09	115.	REVISED FOR COMMENTS	10/28/09	116.	REVISED FOR COMMENTS	11/04/09	117.	REVISED FOR COMMENTS	11/11/09	118.	REVISED FOR COMMENTS	11/18/09	119.	REVISED FOR COMMENTS	11/25/09	120.	REVISED FOR COMMENTS	12/02/09	121.	REVISED FOR COMMENTS	12/09/09	122.	REVISED FOR COMMENTS	12/16/09	123.	REVISED FOR COMMENTS	12/23/09	124.	REVISED FOR COMMENTS	12/30/09	125.	REVISED FOR COMMENTS	01/06/10	126.	REVISED FOR COMMENTS	01/13/10	127.	REVISED FOR COMMENTS	01/20/10	128.	REVISED FOR COMMENTS	01/27/10	129.	REVISED FOR COMMENTS	02/03/10	130.	REVISED FOR COMMENTS	02/10/10	131.	REVISED FOR COMMENTS	02/17/10	132.	REVISED FOR COMMENTS	02/24/10	133.	REVISED FOR COMMENTS	03/03/10	134.	REVISED FOR COMMENTS	03/10/10	135.	REVISED FOR COMMENTS	03/17/10	136.	REVISED FOR COMMENTS	03/24/10	137.	REVISED FOR COMMENTS	03/31/10	138.	REVISED FOR COMMENTS	04/07/10	139.	REVISED FOR COMMENTS	04/14/10	140.	REVISED FOR COMMENTS	04/21/10	141.	REVISED FOR COMMENTS	04/28/10	142.	REVISED FOR COMMENTS	05/05/10	143.	REVISED FOR COMMENTS	05/12/10	144.	REVISED FOR COMMENTS	05/19/10	145.	REVISED FOR COMMENTS	05/26/10	146.	REVISED FOR COMMENTS	06/02/10	147.	REVISED FOR COMMENTS	06/09/10	148.	REVISED FOR COMMENTS	06/16/10	149.	REVISED FOR COMMENTS	06/23/10	150.	REVISED FOR COMMENTS	06/30/10	151.	REVISED FOR COMMENTS	07/07/10	152.	REVISED FOR COMMENTS	07/14/10	153.	REVISED FOR COMMENTS	07/21/10	154.	REVISED FOR COMMENTS	07/28/10	155.	REVISED FOR COMMENTS	08/04/10	156.	REVISED FOR COMMENTS	08/11/10	157.	REVISED FOR COMMENTS	08/18/10	158.	REVISED FOR COMMENTS	08/25/10	159.	REVISED FOR COMMENTS	09/01/10	160.	REVISED FOR COMMENTS	09/08/10	161.	REVISED FOR COMMENTS	09/15/10	162.	REVISED FOR COMMENTS	09/22/10	163.	REVISED FOR COMMENTS	09/29/10	164.	REVISED FOR COMMENTS	10/06/10	165.	REVISED FOR COMMENTS	10/13/10	166.	REVISED FOR COMMENTS	10/20/10	167.	REVISED FOR COMMENTS	10/27/10	168.	REVISED FOR COMMENTS	11/03/10	169.	REVISED FOR COMMENTS	11/10/10	170.	REVISED FOR COMMENTS	11/17/10	171.	REVISED FOR COMMENTS	11/24/10	172.	REVISED FOR COMMENTS	12/01/10	173.	REVISED FOR COMMENTS	12/08/10	174.	REVISED FOR COMMENTS	12/15/10	175.	REVISED FOR COMMENTS	12/22/10	176.	REVISED FOR COMMENTS	12/29/10	177.	REVISED FOR COMMENTS	01/05/11	178.	REVISED FOR COMMENTS	01/12/11	179.	REVISED FOR COMMENTS	01/19/11	180.	REVISED FOR COMMENTS	01/26/11	181.	REVISED FOR COMMENTS	02/02/11	182.	REVISED FOR COMMENTS	02/09/11	183.	REVISED FOR COMMENTS	02/16/11	184.	REVISED FOR COMMENTS	02/23/11	185.	REVISED FOR COMMENTS	02/29/11	186.	REVISED FOR COMMENTS	03/06/11	187.	REVISED FOR COMMENTS	03/13/11	188.	REVISED FOR COMMENTS	03/20/11	189.	REVISED FOR COMMENTS	03/27/11	190.	REVISED FOR COMMENTS	04/03/11	191.	REVISED FOR COMMENTS	04/10/11	192.	REVISED FOR COMMENTS	04/17/11	193.	REVISED FOR COMMENTS	04/24/11	194.	REVISED FOR COMMENTS	05/01/11	195.	REVISED FOR COMMENTS	05/08/11	196.	REVISED FOR COMMENTS	05/15/11	197.	REVISED FOR COMMENTS	05/22/11	198.	REVISED FOR COMMENTS	05/29/11	199.	REVISED FOR COMMENTS	06/05/11	200.	REVISED FOR COMMENTS	06/12/11	201.	REVISED FOR COMMENTS	06/19/11	202.	REVISED FOR COMMENTS	06/26/11	203.	REVISED FOR COMMENTS	07/03/11	204.	REVISED FOR COMMENTS	07/10/11	205.	REVISED FOR COMMENTS	07/17/11	206.	REVISED FOR COMMENTS	07/24/11	207.	REVISED FOR COMMENTS	07/31/11	208.	REVISED FOR COMMENTS	08/07/11	209.	REVISED FOR COMMENTS	08/14/11	210.	REVISED FOR COMMENTS	08/21/11	211.	REVISED FOR COMMENTS	08/28/11	212.	REVISED FOR COMMENTS	09/04/11	213.	REVISED FOR COMMENTS	09/11/11	214.	REVISED FOR COMMENTS	09/18/11	215.	REVISED FOR COMMENTS	09/25/11	216.	REVISED FOR COMMENTS	10/02/11	217.	REVISED FOR COMMENTS	10/09/11	218.	REVISED FOR COMMENTS	10/16/11	219.	REVISED FOR COMMENTS	10/23/11	220.	REVISED FOR COMMENTS	10/30/11	221.	REVISED FOR COMMENTS	11/06/11	222.	REVISED FOR COMMENTS	11/13/11	223.	REVISED FOR COMMENTS	11/20/11	224.	REVISED FOR COMMENTS	11/27/11	225.	REVISED FOR COMMENTS	12/04/11	226.	REVISED FOR COMMENTS	12/11/11	227.	REVISED FOR COMMENTS	12/18/11	228.	REVISED FOR COMMENTS	12/25/11	229.	REVISED FOR COMMENTS	01/01/12	230.	REVISED FOR COMMENTS	01/08/12	231.	REVISED FOR COMMENTS	01/15/12	232.	REVISED FOR COMMENTS	01/22/12	233.	REVISED FOR COMMENTS	01/29/12	234.	REVISED FOR COMMENTS	02/05/12	235.	REVISED FOR COMMENTS	02/12/12	236.	REVISED FOR COMMENTS	02/19/12	237.	REVISED FOR COMMENTS	02/26/12	238.	REVISED FOR COMMENTS	03/05/12	239.	REVISED FOR COMMENTS	03/12/12	240.	REVISED FOR COMMENTS	03/19/12	241.	REVISED FOR COMMENTS	03/26/12	242.	REVISED FOR COMMENTS	04/02/12	243.	REVISED FOR COMMENTS	04/09/12	244.	REVISED FOR COMMENTS	04/16/12	245.	REVISED FOR COMMENTS	04/23/12	246.	REVISED FOR COMMENTS	04/30/12	247.	REVISED FOR COMMENTS	05/07/12	248.	REVISED FOR COMMENTS	05/14/12	249.	REVISED FOR COMMENTS	05/21/12	250.	REVISED FOR COMMENTS	05/28/12	251.	REVISED FOR COMMENTS	06/04/12	252.	REVISED FOR COMMENTS	06/11/12	253.	REVISED FOR COMMENTS	06/18/12	254.	REVISED FOR COMMENTS	06/25/12	255.	REVISED FOR COMMENTS	07/02/12	256.	REVISED FOR COMMENTS	07/09/12	257.	REVISED FOR COMMENTS	07/16/12	258.	REVISED FOR COMMENTS	07/23/12	259.	REVISED FOR COMMENTS	07/30/12	260.	REVISED FOR COMMENTS	08/06/12	261.	REVISED FOR COMMENTS	08/13/12	262.	REVISED FOR COMMENTS	08/20/12	263.	REVISED FOR COMMENTS	08/27/12	264.	REVISED FOR COMMENTS	09/03/12	265.	REVISED FOR COMMENTS	09/10/12	266.	REVISED FOR COMMENTS	09/17/12	267.	REVISED FOR COMMENTS	09/24/12	268.	REVISED FOR COMMENTS	10/01/12	269.	REVISED FOR COMMENTS	10/08/12	270.	REVISED FOR COMMENTS	10/15/12	271.	REVISED FOR COMMENTS	10/22/12	272.	REVISED FOR COMMENTS	10/29/12	273.	REVISED FOR COMMENTS	11/05/12	274.	REVISED FOR COMMENTS	11/12/12	275.	REVISED FOR COMMENTS	11/19/12	276.	REVISED FOR COMMENTS	11/26/12	277.	REVISED FOR COMMENTS	12/03/12	278.	REVISED FOR COMMENTS	12/10/12	279.	REVISED FOR COMMENTS	12/17/12	280.	REVISED FOR COMMENTS	12/24/12	281.	REVISED FOR COMMENTS	12/31/12	282.	REVISED FOR COMMENTS	01/07/13	283.	REVISED FOR COMMENTS	01/14/13	284.	REVISED FOR COMMENTS	01/21/13	285.	REVISED FOR COMMENTS	01/28/13	286.	REVISED FOR COMMENTS	02/04/13	287.	REVISED FOR COMMENTS	02/11/13	288.	REVISED FOR COMMENTS	02/18/13	289.	REVISED FOR COMMENTS	02/25/13	290.	REVISED FOR COMMENTS	03/04/13	291.	REVISED FOR COMMENTS	03/11/13	292.	REVISED FOR COMMENTS	03/18/13	293.	REVISED FOR COMMENTS	03/25/13	294.	REVISED FOR COMMENTS	04/01/13	295.	REVISED FOR COMMENTS	04/08/13	296.	REVISED FOR COMMENTS	04/15/13	297.	REVISED FOR COMMENTS	04/22/13	298.	REVISED FOR COMMENTS	04/29/13	299.	REVISED FOR COMMENTS</
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<p>MASER CORPORATION 10000 WOODBURN AVENUE CLARKE COUNTY, VA 22611 TEL: (540) 726-1111 FAX: (540) 726-1112</p>	<p>smartlink SUITE 140 102 MILLON ROAD HANOVER, VA 22060 TEL: (410) 885-8883 FAX: (410) 241-2292</p>	<p>at&t NEW CINGULAR WIRELESS FCI, LLC 718 STANDARD DRIVE HANOVER, MD 21046</p>	<p>811 CALL BEFORE YOU DIG FOR THE PROTECTION OF UNDERGROUND UTILITIES</p>	<p>DATE: 11/11/11 DRAWN: J. BARNETT CHECKED: J. BARNETT SCALE: AS SHOWN</p>	<p>PROJECT: BERRYVILLE SHEET: 11</p>	<p>FOR INFORMATION OF ANY CONTRACTOR ONLY THIS DRAWING IS TO BE USED IN CONNECTION WITH THE ADJUSTING RECORD.</p>	<p>SITE NAME: TOWN OF BERRYVILLE FA# 10068492 201 TOM WHITFACE CIRCLE BERRYVILLE, VA 22611 CLARKE COUNTY</p>	<p>10000 WOODBURN AVENUE CLARKE COUNTY, VA 22611 TEL: (540) 726-1111 FAX: (540) 726-1112</p>	<p>DETAILS-6</p>	<p>PROJECT: BERRYVILLE SHEET: A-11</p>
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NOTES:
1. EQUIPMENT NOT SHOWN FOR CLARITY.
2. TYP. FOR FACE

CORAL MOUNT REINFORCEMENT DETAIL
1011193-06A

MASER
 CONSULTING ENGINEERS
 1100 W. BROADWAY, SUITE 100
 BALTIMORE, MD 21201
 TEL: (410) 528-1000 FAX: (410) 528-1001
 WWW.MASER-ENR.COM

smartlink
 1302 HELLON ROAD
 HANOVER, MD 21076
 TEL: (410) 593-0603 FAX: (410) 211-2642

at&t
 NEW CIRCULAR WIRELESS PCS LLC
 1100 W. BROADWAY, SUITE 100
 BALTIMORE, MD 21201

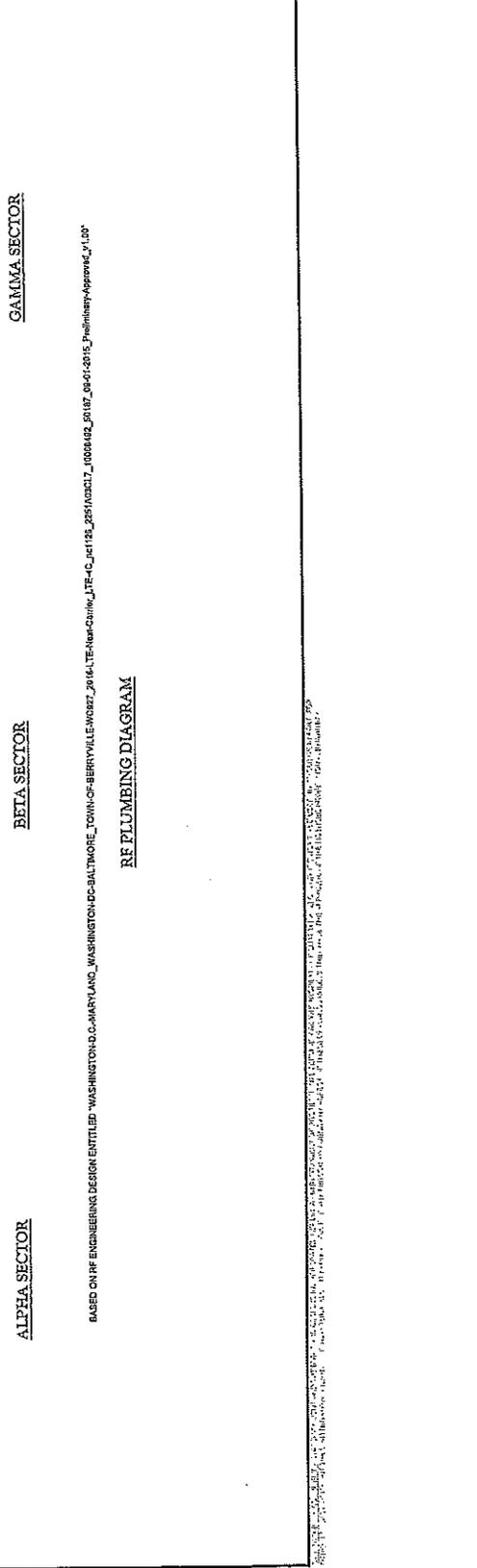
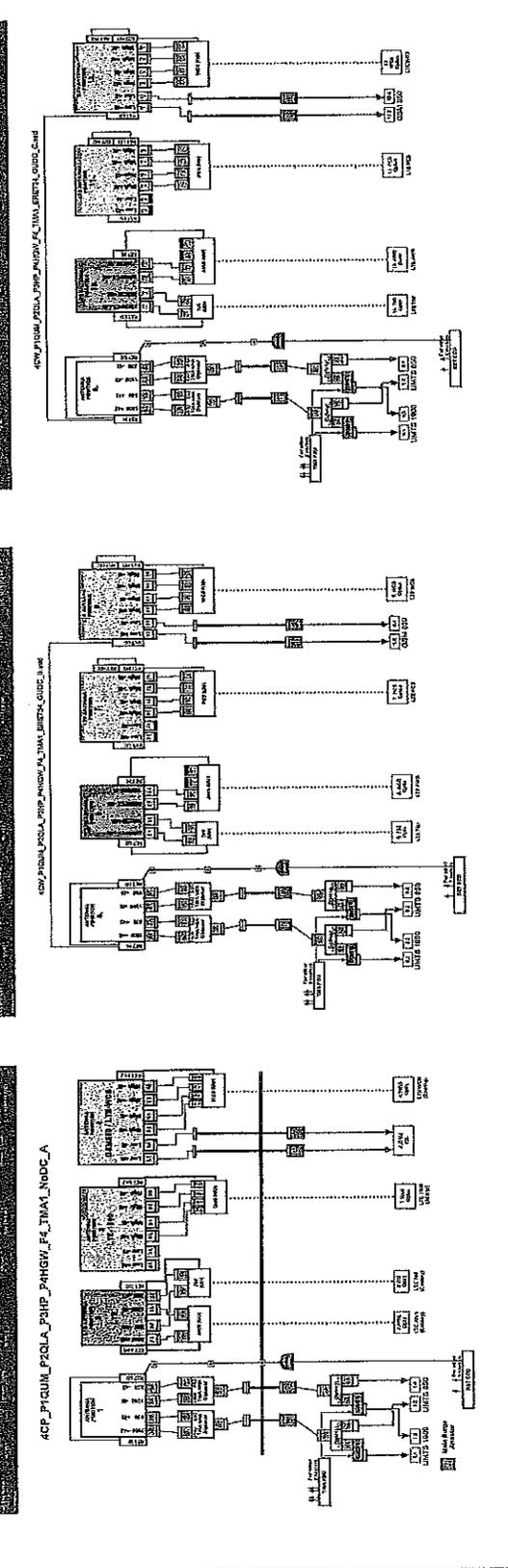
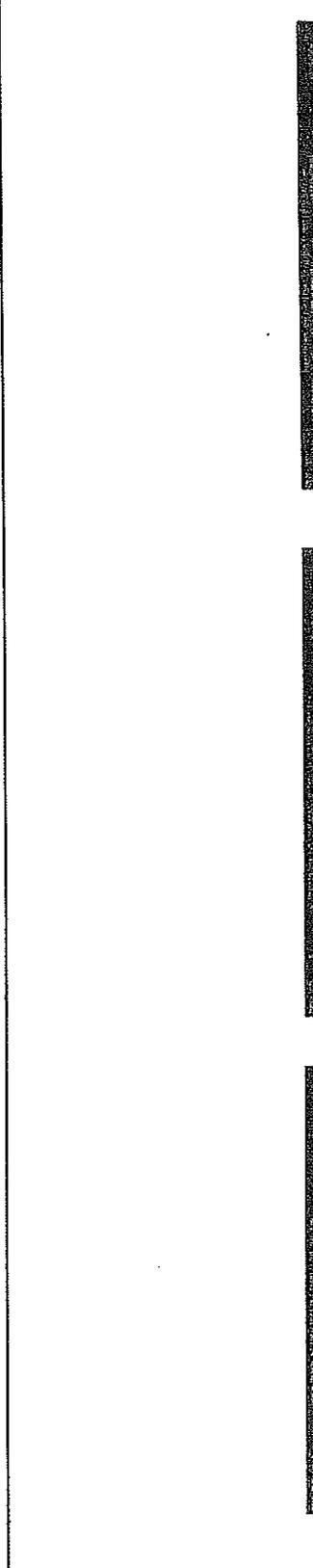
PERMITS

NO.	DATE	DESCRIPTION	STATUS
1	01/15/07	PERMITS FOR CONSTRUCTION	ISSUED
2	02/15/07	PERMITS FOR CONSTRUCTION	ISSUED
3	03/15/07	PERMITS FOR CONSTRUCTION	ISSUED
4	04/15/07	PERMITS FOR CONSTRUCTION	ISSUED
5	05/15/07	PERMITS FOR CONSTRUCTION	ISSUED
6	06/15/07	PERMITS FOR CONSTRUCTION	ISSUED
7	07/15/07	PERMITS FOR CONSTRUCTION	ISSUED
8	08/15/07	PERMITS FOR CONSTRUCTION	ISSUED
9	09/15/07	PERMITS FOR CONSTRUCTION	ISSUED
10	10/15/07	PERMITS FOR CONSTRUCTION	ISSUED
11	11/15/07	PERMITS FOR CONSTRUCTION	ISSUED
12	12/15/07	PERMITS FOR CONSTRUCTION	ISSUED

NEW CIRCULAR WIRELESS PCS LLC
 1100 W. BROADWAY, SUITE 100
 BALTIMORE, MD 21201
 TEL: (410) 528-1000 FAX: (410) 528-1001
 WWW.MASER-ENR.COM

SITE NAME:
 TOWN OF BERRYVILLE
 EAST 10068492
 201 TOMMYHATKINS CIRCLE
 BERRYVILLE, MD 21031
 CALVERT COUNTY
 CALVERT COUNTY

RF PLUMBING DIAGRAM
 A-14



GAMMA SECTOR

BETA SECTOR

ALPHA SECTOR

BASED ON RF ENGINEERING DESIGN ENTITLED "WASHINGTON D.C. MARYLAND WASHINGTON DC-BALTIMORE TOWN OF BERRYVILLE WIRELESS PCS LLC NEAR-COINTEGRATED PRELIMINARY APPROVAL V1.00"

RF PLUMBING DIAGRAM

THIS DOCUMENT IS THE PROPERTY OF MASER CONSULTING ENGINEERS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF MASER CONSULTING ENGINEERS.

Scope of Work:

Civil Scoping:

1. Install rack mounted DC12 in existing shelter
2. Relocate existing FAA beacons to existing antenna corral.

Alpha Sector:

1. Install proposed DC6 to existing handrail
2. Install DC trunk from existing shelter to proposed DC6
3. Install fiber jumper from existing DC6 to proposed DC6
4. Remove existing GSM/UMTS antenna in position 4
5. Install LTE heqport antenna in position 3
6. Install LTE heqport antenna in position 4
7. Install WCS RRH on existing unistrut
8. Install B25 1900 RRH on existing unistrut
9. Install (2) 1" flex conduits from proposed DC6 to proposed junction box for DC power and fiber
10. Install (2) 1" flex conduits from proposed junction box to proposed WCS RRH
11. Run (3) fiber pair from proposed DC6 through proposed junction box to proposed WCS RRH
12. Run DC cable (#8 shielded) from proposed DC6 through proposed junction box to proposed WCS RRH
13. Install (2) coax jumpers from proposed WCS RRH to proposed antenna in position 4
14. Install (2) coax jumpers from proposed B25 1900 RRH to proposed antenna in position 3
15. Reconfigure new and existing cable connections to existing cabinets
16. Existing coral mount face to be modified

Beta Sector:

1. Remove existing GSM/UMTS antenna in position 4
2. Install LTE heqport antenna in position 3
3. Install WCS RRH on existing unistrut
4. Install B25 1900 RRH on existing unistrut
5. Install (2) 1" flex conduits from proposed DC6 to proposed junction box for DC power and fiber
6. Install (2) 1" flex conduits from proposed junction box to proposed WCS RRH
7. Run (3) fiber pair from proposed DC6 through proposed junction box to proposed WCS RRH
8. Run DC cable (#8 shielded) from proposed DC6 through proposed junction box to proposed WCS RRH
9. Install (2) coax jumpers from proposed WCS RRH to proposed antenna in position 4
10. Install (2) coax jumpers from proposed B25 1900 RRH to proposed antenna in position 3
11. Reconfigure new and existing cable connections to existing cabinets
12. Existing coral mount face to be modified

Gamma Sector:

1. Remove existing GSM/UMTS antenna in position 4
2. Install LTE heqport antenna in position 3
3. Install WCS RRH on existing unistrut
4. Install B25 1900 RRH on existing unistrut
5. Install (2) 1" flex conduits from proposed DC6 to proposed junction box for DC power and fiber
6. Install (2) 1" flex conduits from proposed junction box to proposed WCS RRH
7. Run (3) fiber pair from proposed DC6 through proposed junction box to proposed WCS RRH
8. Run DC cable (#8 shielded) from proposed DC6 through proposed junction box to proposed WCS RRH
9. Install (2) coax jumpers from proposed WCS RRH to proposed antenna in position 4
10. Install (2) coax jumpers from proposed B25 1900 RRH to proposed antenna in position 3
11. Reconfigure new and existing cable connections to existing cabinets
12. Existing coral mount face to be modified



SMARTLINK
1341 HILLTOP ROAD
HANOVER, MD 21074
TEL: (410) 338-8943 FAX: (410) 211-2152



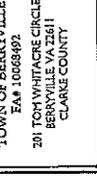
AC-SHOWN
1341 HILLTOP ROAD
HANOVER, MD 21074

NO.	DATE	DESCRIPTION	BY	CHKD
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1341 HILLTOP ROAD
HANOVER, MD 21074

SITE NAME:
TOWN OF BERRYVILLE
FAA 10668492
201 TOMMYHAWK CIRCLE
BERRYVILLE, MD 21031
CLARKE COUNTY



SCOPE OF WORK
A-15

MASER
 COMMUNICATIONS
 10000 W. 10TH AVENUE
 DENVER, CO 80202
 (303) 751-1000
 FAX (303) 751-1001

smartlink
 1300 W. 10TH AVENUE
 DENVER, CO 80202
 (303) 751-1000
 FAX (303) 751-1001

at&t
 NEW CIRCUITRY WELDS INC. LLC
 HANOVER, MD 21076
 TEL: (410) 862-8843 FAX: (410) 271-2742

811
 NATIONAL UTILITIES
 INFORMATION CENTER
 1-800-4-A-DAWN
 WWW.811.COM

NO.	AS SHOWN	DESCRIPTION
1	3/8" DIA. GALV. STEEL	GROUND ROD
2	3/8" DIA. GALV. STEEL	GROUND ROD
3	3/8" DIA. GALV. STEEL	GROUND ROD
4	3/8" DIA. GALV. STEEL	GROUND ROD
5	3/8" DIA. GALV. STEEL	GROUND ROD
6	3/8" DIA. GALV. STEEL	GROUND ROD
7	3/8" DIA. GALV. STEEL	GROUND ROD
8	3/8" DIA. GALV. STEEL	GROUND ROD
9	3/8" DIA. GALV. STEEL	GROUND ROD
10	3/8" DIA. GALV. STEEL	GROUND ROD
11	3/8" DIA. GALV. STEEL	GROUND ROD
12	3/8" DIA. GALV. STEEL	GROUND ROD
13	3/8" DIA. GALV. STEEL	GROUND ROD
14	3/8" DIA. GALV. STEEL	GROUND ROD

MOBILE SERVICE
 10000 W. 10TH AVENUE
 DENVER, CO 80202
 (303) 751-1000
 FAX (303) 751-1001

THIS PLAN AND SPECIFICATIONS SHALL BE CONSIDERED TO BE THE PROPERTY OF MASER COMMUNICATIONS. NO PART OF THIS PLAN OR SPECIFICATIONS SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF MASER COMMUNICATIONS.

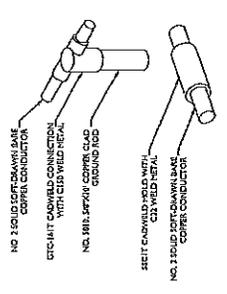
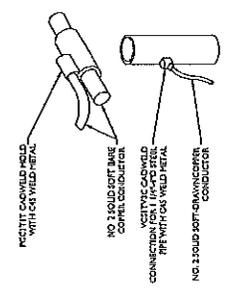
SITE NAME:
 TOWN OF BERRYVILLE
 EA# 10008492
 201 TOM WHITE CIRCLE
 BERRYVILLE VA 22611
 CLARKE COUNTY

CONTRACTOR:
 MASONRY
 10000 W. 10TH AVENUE
 DENVER, CO 80202
 (303) 751-1000
 FAX (303) 751-1001

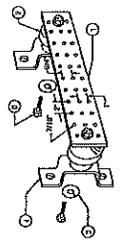
GROUNDING DETAILS
 G-1

GROUNDING NOTES

1. ALL GROUNDING SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 70B. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES.
2. ALL GROUNDING SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 70B. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE LOCAL UTILITY COMPANIES.
4. METAL RACEWAYS SHALL NOT BE USED AS THE REQUIRED EQUIPMENT GROUNDING CONDUCTOR. METAL RACEWAYS SHALL BE USED AS THE REQUIRED EQUIPMENT GROUNDING CONDUCTOR. METAL RACEWAYS SHALL BE USED AS THE REQUIRED EQUIPMENT GROUNDING CONDUCTOR.
5. EACH RIGID CONDUIT SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH OTHER INSULATED SUPPLEMENTAL EQUIPMENT GROUNDING WIRES. EACH RIGID CONDUIT SHALL BE DIRECTLY CONNECTED TO THE MASTER GROUND BAR WITH OTHER INSULATED SUPPLEMENTAL EQUIPMENT GROUNDING WIRES.
6. EXPOSURE WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE. EXPOSURE WELDS SHALL BE USED FOR ALL GROUNDING CONNECTIONS BELOW GRADE.
7. APPROVED ANTI-RUST COMPOUNDS (I.E. CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL CONNECTIONS. APPROVED ANTI-RUST COMPOUNDS (I.E. CONDUCTIVE GEL OR PASTE) SHALL BE USED ON ALL CONNECTIONS.
8. THE BRIDGE BONDING CONNECTIONS SHALL BE EXTERNALLY GROUND OR ISOLATED WITH SPARKLESS CONNECTIONS. THE BRIDGE BONDING CONNECTIONS SHALL BE EXTERNALLY GROUND OR ISOLATED WITH SPARKLESS CONNECTIONS.
9. INSULATORS ON COPPER LAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS. INSULATORS ON COPPER LAD STEEL CONDUCTOR SHALL NOT BE USED FOR GROUNDING CONNECTIONS.
10. MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BOND TO THE GROUND RODS IN ACCORDANCE WITH THE NEC. MISCELLANEOUS ELECTRICAL AND NON-ELECTRICAL METAL BOXES, FRAMES AND SUPPORTS SHALL BE BOND TO THE GROUND RODS IN ACCORDANCE WITH THE NEC.
11. METAL CONDUIT AND TRAY SHALL BE GROUND AND HAVE ELECTRICALLY CONTINUOUS WITH APPROVED BONDING METHODS. METAL CONDUIT AND TRAY SHALL BE GROUND AND HAVE ELECTRICALLY CONTINUOUS WITH APPROVED BONDING METHODS.
12. GROUNDING CONDUCTORS USED IN THE FACILITY GROUND AND LIGHTNING PROTECTION SYSTEM SHALL NOT BE ROUTED THROUGH METAL COLLECTS THAT FORM A RING AROUND THE CONDUCTOR. GROUNDING CONDUCTORS USED IN THE FACILITY GROUND AND LIGHTNING PROTECTION SYSTEM SHALL NOT BE ROUTED THROUGH METAL COLLECTS THAT FORM A RING AROUND THE CONDUCTOR.
13. ALL TOWER GROUNDING SYSTEMS SHALL COMPLY WITH THE REQUIREMENTS OF ANSI/TIA 222. ALL TOWER GROUNDING SYSTEMS SHALL COMPLY WITH THE REQUIREMENTS OF ANSI/TIA 222.
14. GROUND BARS SHALL BE THIN-GALV. COPPER AND SHALL BE PROTECTED OR IMPRESSED STEEL AND NOT BE SELF-PROTECTIVE PROPERTY OF ALUM. GROUND BARS SHALL BE THIN-GALV. COPPER AND SHALL BE PROTECTED OR IMPRESSED STEEL AND NOT BE SELF-PROTECTIVE PROPERTY OF ALUM.



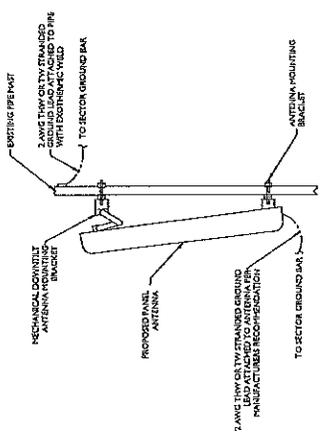
CADWELD DETAILS
 NOT TO SCALE



LEGEND

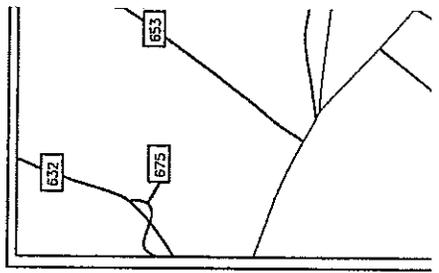
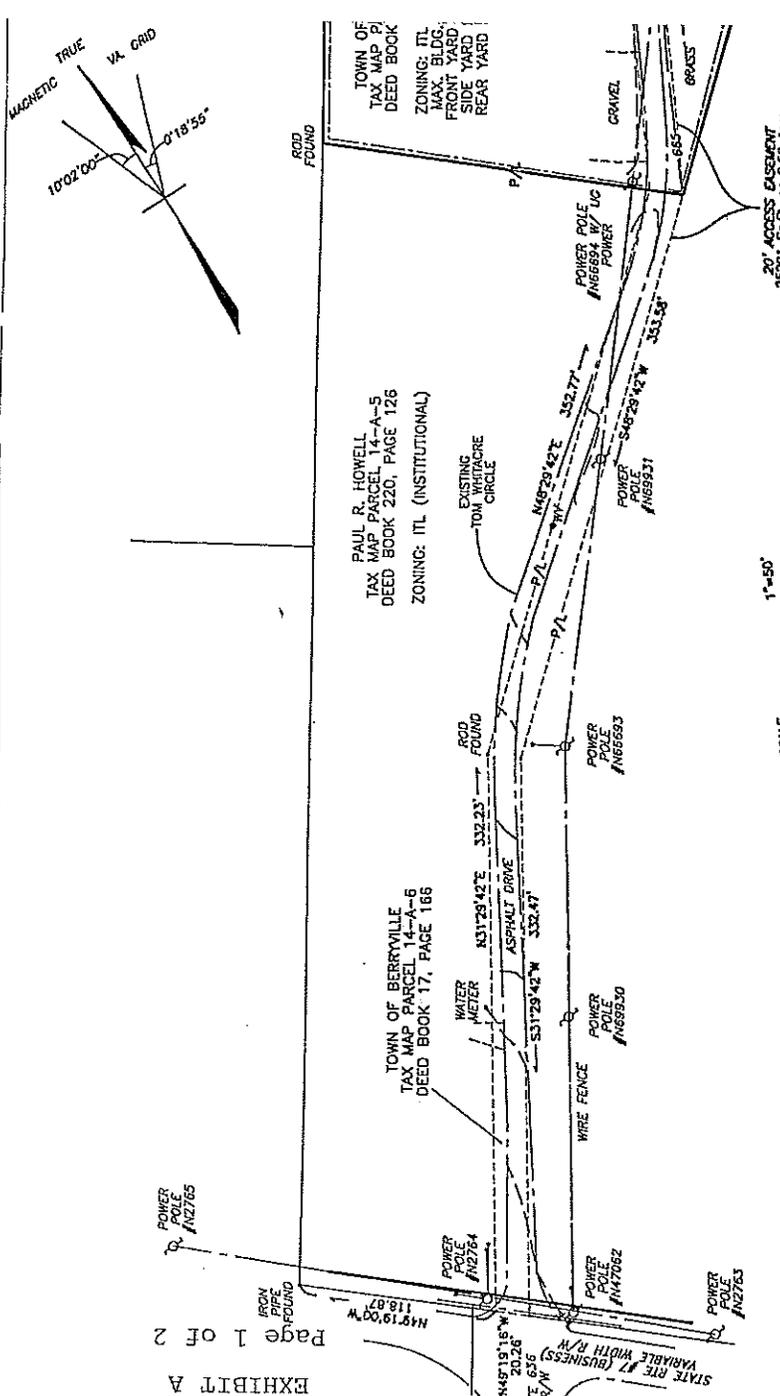
1. THIN-GALV. COPPER GROUND BAR, 100% ZINC NICKEL INVENTORY INSTRUMENT CO. CAT. NO. 84-02 OR EQUAL. HOLE CENTER TO HOLE CENTER DOUBLE END CONNECTIONS.
2. INSULATORS, NEWTON INSTRUMENT CO. CAT. NO. 1814
3. 3/8" DIA. GALV. STEEL
4. 3/8" DIA. GALV. STEEL
5. 3/8" DIA. GALV. STEEL
6. 3/8" DIA. GALV. STEEL
7. 3/8" DIA. GALV. STEEL
8. 3/8" DIA. GALV. STEEL
9. 3/8" DIA. GALV. STEEL
10. 3/8" DIA. GALV. STEEL
11. 3/8" DIA. GALV. STEEL
12. 3/8" DIA. GALV. STEEL
13. 3/8" DIA. GALV. STEEL
14. 3/8" DIA. GALV. STEEL

MASTER GROUND BAR
 NOT TO SCALE



RHH GROUNDING
 NOT TO SCALE

ANTENNA GROUNDING
 NOT TO SCALE



- NOTES:
1. TAX MAP PARCEL 14-A-6
 2. OWNER, TOWN OF BERRYVILLE, DEED BOOK 17, PAGE 166
 3. SURVEY DATED AND LEASE LIMIT SURVEY AS SHOWN IS BASED ON A CURRENT FIELD SURVEY DATED 10/11/88. BOUNDARIES AND AREAS SHOWN OUTSIDE THE LEASE LIMITS WERE OBTAINED FROM RECORD INSTRUMENTS AND DO NOT REFLECT A SURVEY OF THE PREMISES DIMENSIONS TO UNSURVEYED PORTIONS ARE APPROXIMATE.
 4. BEARINGS REFERENCED TO MAG 1983 (20) VIRGINIA STATE PLANE COORDINATE SYSTEM, NORTH ZONE, HORIZONTAL DATUM IS MAG 1983 (20) ACCURACY. CURVE DATA IS NAVD, 1988 (20) ACCURACY. MAGNETIC DECLINATION IS COMPUTED, NOT OBSERVED.
 5. THIS PROPERTY LIES IN AN AREA DESIGNATED AS ZONE C (AN AREA OF MINIMAL FLOODING) SHOWN ON FIRM COMMUNITY PANEL 510036 01-13 DATED 9/24/84.
 6. LOCATION OF ANY PRESENCE OF WETLANDS OR OTHER ENVIRONMENTALLY SENSITIVE AREA, IF ANY, WAS NOT THE PURPOSE OF THIS SURVEY. THE LOCATION OF UNDERGROUND TANKS OR UTILITIES WAS NOT THE PURPOSE OF THIS SURVEY.
 7. AUSTIN BROCKENBROUGH AND ASSOCIATES, ITS PARTNERS, SURVEYORS, NOT BE RESPONSIBLE FOR THE PRESENCE OR REMOVAL OF ANY TOXIC WASTES OR MATERIALS ON THE SURFACE, IN ANY STRUCTURE, OR BURIED BENEATH THE SURFACE.
 8. THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT AND THE SURVEYOR HAS NOT CONDUCTED A TITLE SEARCH.
 9. THE SURVEYOR HAS NOT BEEN ADVISED OF ANY ENCUMBRANCES UPON THE PROPERTY.
 10. AND, AS SUCH, NEITHER CONSTITUTES A GUARANTEE NOR A WARRANTY, EXPRESSED OR IMPLIED.

Market: Baltimore/Washington
Cell Site Number: 3405
Cell Site Name: Town of Berryville
Fixed Asset Number: 10068492

FIRST AMENDMENT TO WATER TANK SITE LEASE AGREEMENT

THIS FIRST AMENDMENT TO WATER TANK SITE LEASE AGREEMENT ("First Amendment"), dated as of the latter of the signature dates below, is by and between **Town of Berryville, VA, a Virginia municipal corporation** having a mailing address of 101 Chalmers Court, Berryville, Virginia, 22611 ("LESSOR") and **New Cingular Wireless PCS, LLC, a Delaware limited liability company**, successor in interest to Triton PCS Property Company, LLC, having a mailing address of 12555 Cingular Way, Suite 1300, Alpharetta, GA 30004 ("LESSEE").

WHEREAS, Lessor and Lessee entered into a Water Tank Site Lease Agreement dated June 29, 2001, whereby Lessor leased to Lessee certain Premises, therein described, for the location of up to three (3) antennae on the Lessor's water tank, being a portion of the Property situated off Tom Whitacre Circle adjacent to the Town of Berryville, in Clarke County, Virginia ("Agreement"); and

WHEREAS, in 2006 Lessor and Lessee agreed to an unwritten amendment of the Agreement to permit an additional three (3) antennae and for a Two Hundred Dollar (\$200.00) per month increase in the rent, subject to the annual adjustment provided for in the Agreement; and

WHEREAS, the Lessee currently has located six (6) antennae on the water tank, and currently pays a monthly rent of \$2,379.67; and

WHEREAS, Lessor and Lessee desire to amend the Agreement to allow for the installation of additional antennas, associated cables and other communications instruments; and

WHEREAS, Lessor and Lessee desire to adjust the rent in conjunction with the modifications to the Agreement contained herein; and

WHEREAS, Lessor and Lessee desire to amend the Agreement to modify the notice section thereof; and

WHEREAS, Lessor and Lessee desire to amend the Agreement to permit Lessee to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

- 1. Additional Antennas.** Lessor consents to the installation and operation of three (3) additional antennas, associated cables and equipment as more completely described on attached Exhibit B-1. Lessor's execution of this Amendment will signify Lessors's approval of Exhibit B-1. Exhibit B-1 hereby replaces Exhibit B to the Agreement.

Lessor agrees to the following as a final configuration:

- (9) Panel antennas
- (6) TMA
- (6) Diplexers
- (12) 1-5/8" coax
- (6) RRH
- (1) DC6
- (3) Junction boxes
- (1) Fiber cable
- (2) DC Power cables

- 2. Rent.** Commencing on the first day of the month following the date that Lessee commences construction (the "Rent Commencement Date"), Rent shall be increased by Two Hundred Dollars (\$200.00) per month to the amount of \$2,579.67 per month, subject to adjustments as provided in the Agreement. Upon Lessee's removal of all antennae added pursuant to this First Amendment and thirty (30) days prior written notice to Lessor, the rent shall reduce by Two Hundred Dollars (\$200.00) per month.
- 3. Notices.** Section 13 of the Agreement is hereby deleted in its entirety and replaced with the following:

NOTICES. All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows.

If to Tenant: New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
Re: Cell Site #: 3405; Cell Site Name: Town of Berryville (VA)
FA No: 10068492
12555 Cingular Way, Suite 1300
Alpharetta, GA 30004

With a copy to: New Cingular Wireless PCS, LLC
Attn: Legal Department
Re: Cell Site #: 3405; Cell Site Name: Town of Berryville (VA)
FA No: 10068492
15 East Midland Ave.

Paramus, NJ 07652

The copy sent to the Legal Department is an administrative step which alone does not constitute legal notice.

If to Landlord: Town Manager
Town of Berryville
101 Chalmers Court
Berryville, VA 22611

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

4. Emergency 911 Service. In the future, without the payment of additional rent and at a location mutually acceptable to Lessor and Lessee, Lessor agrees that Lessee may add, modify, and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services.

5. Memorandum of Lease. Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge, and deliver to the other a recordable Memorandum of Lease substantially in the form of the Attachment 1. Either party may record this memorandum at any time, in its absolute discretion.

6. Other Terms and Conditions Remain In the event of any inconsistencies between the Agreement and this First Amendment, the terms of this First Amendment shall control. Except as expressly set forth in this First Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this First Amendment.

7. Capitalized Terms. All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

[signatures on following page]

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this First Amendment on the dates set forth below.

"LESSOR"

Town of Berryville

By: 
Name: KEITH DAMON
Title: Town Manager
Date: 5/2-1/13

"LESSEE"

New Cingular Wireless PCS, LLC
By: AT&T Mobility Corporation
Its: Manager

By: 
Name: _____
Title: Carolyn Mitchell
~~Date:~~ Manager Real Estate and Construction
AT&T Mobility 3/19/13

[ACKNOWLEDGEMENTS APPEAR ON NEXT PAGE]

LESSEE ACKNOWLEDGEMENT

STATE OF Maryland

COUNTY OF Charles

The foregoing instrument was acknowledged before me this 19th May '13 (date) by Carolyn Mitchell (name and title of officer or agent) of Area Mgr. REC a Delaware (state or place of incorporation) limited liability company, on behalf of the limited liability company.

[Signature]
Notary Public

Printed Name: _____
My Commission Expires: _____

BARBARA FRANCIS Notary Public-Maryland Charles County My Commission Expires September 27, 2013
--

LESSOR ACKNOWLEDGEMENT

Corporation:

STATE OF Virginia

COUNTY OF Charlottesville

The foregoing instrument was acknowledged before me this 20th MAY 2013 (date) by Keith Dalton (name and title of officer or agent) of Town of Charlottesville Virginia (state or place of incorporation) corporation, on behalf of the corporation.

[Signature]
Notary Public

Printed Name: Laura L Patten
My Commission Expires: March 31, 2014

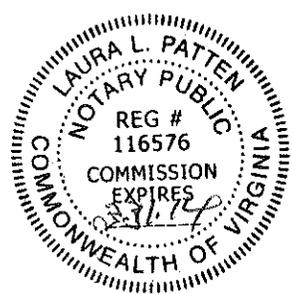


EXHIBIT B-1

Notes:

1. THIS EXHIBIT MAY BE REPLACED BY A LAND SURVEY AND/OR CONSTRUCTION DRAWINGS OF THE PREMISES ONCE RECEIVED BY TENANT.
2. ANY SETBACK OF THE PREMISES FROM THE PROPERTY'S BOUNDARIES SHALL BE THE DISTANCE REQUIRED BY THE APPLICABLE GOVERNMENTAL AUTHORITIES.
3. WIDTH OF ACCESS ROAD SHALL BE THE WIDTH REQUIRED BY THE APPLICABLE GOVERNMENTAL AUTHORITIES, INCLUDING POLICE AND FIRE DEPARTMENTS.
4. THE TYPE, NUMBER AND MOUNTING POSITIONS AND LOCATIONS OF ANTENNAS AND TRANSMISSION LINES ARE ILLUSTRATIVE ONLY. ACTUAL TYPES, NUMBERS AND MOUNTING POSITIONS MAY VARY FROM WHAT IS SHOWN ABOVE.

GENERAL NOTES:

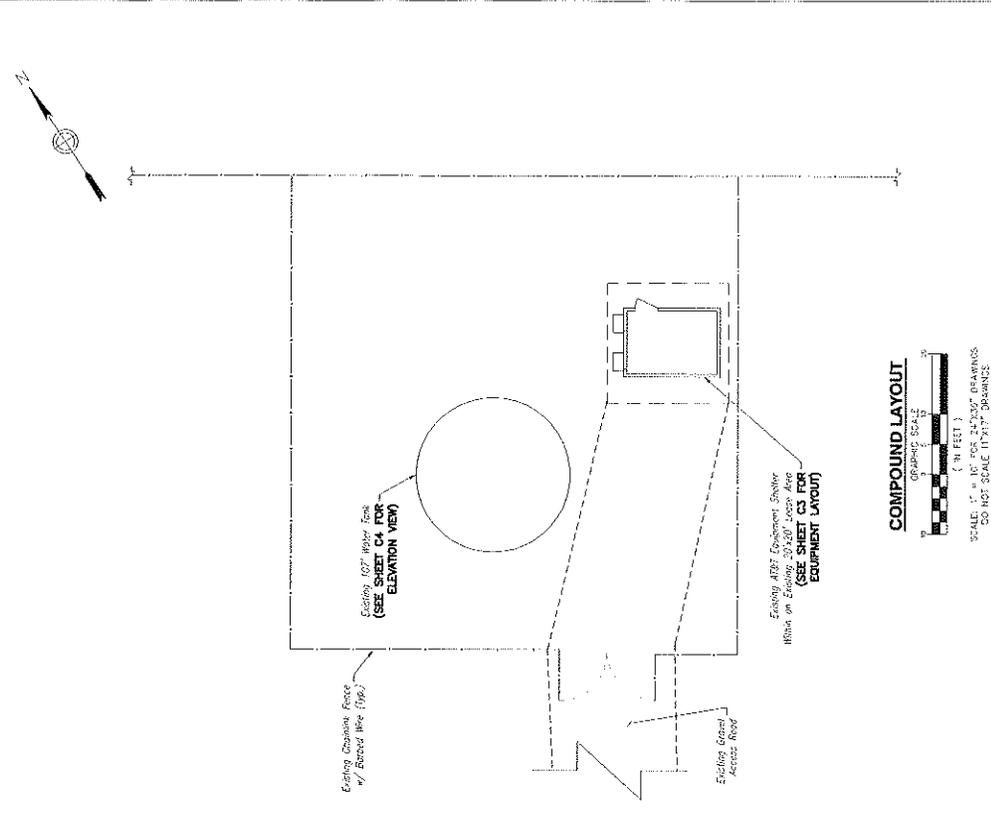
1. THE SUBCONTRACTOR SHALL GIVE ALL NOTICES AND REGULATIONS AND PERMITS TO THE ARCHITECT/ENGINEER AND LOCAL AND STATE JURISDICTIONAL CODES BEARING ON THE PERFORMANCE OF THE WORK. THE WORK PERFORMED ON THE PROJECT AND THE MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES.
2. THE ARCHITECT/ENGINEER HAVE MADE EVERY EFFORT TO SET FORTH IN THE CONSTRUCTION AND CONTRACT DOCUMENTS THE COMPLETE SCOPE OF WORK FOR THE SUBCONTRACTOR. THE JOB IS NEVERTHELESS SUBJECT TO THE SUBCONTRACTOR'S OBLIGATION TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS AND TO COMPLY WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. THE SUBCONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS IN ACCORDANCE WITH THE INTENT OF THESE DOCUMENTS.
3. THE SUBCONTRACTOR OR BIDDER SHALL BEAR THE RESPONSIBILITY OF NOTIFYING (IN WRITING) THE AGENT REPRESENTATIVE (BECHTEL) OF ANY CONFLICTS, ERRORS OR OMISSIONS PRIOR TO THE SUBMISSION OF ANY SUBCONTRACTOR'S PROPOSAL OR PERFORMANCE OF WORK. IN THE EVENT OF DISCREPANCIES, THE SUBCONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING THE DISCREPANCIES AT HIS OWN COST AND AT HIS OWN RISK. THE SUBCONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS IN ACCORDANCE WITH THE INTENT OF THESE DOCUMENTS.
4. THE SCOPE OF WORK SHALL INCLUDE FURNISHING ALL MATERIALS, EQUIPMENT, LABOR AND ALL OTHER MATERIALS AND LABOR DEEMED NECESSARY TO COMPLETE THE WORK/PROJECT AS DESCRIBED HEREIN.
5. THE SUBCONTRACTOR SHALL VISIT THE JOB SITE PRIOR TO THE SUBMISSION OF BIDS OR PERFORMANCE WORK TO FAMILIARIZE HIMSELF WITH THE FIELD CONDITIONS AND TO VERIFY THAT THE PROJECT CAN BE CONSTRUCTED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
6. THE SUBCONTRACTOR SHALL OBTAIN AN OUT-ORIENTATION TO PROCEED WITH CONSTRUCTION PRIOR TO STARTING WORK ON ANY ITEM NOT CLEARLY DEFINED BY THE CONSTRUCTION DRAWINGS/CONTRACT DOCUMENTS.
7. THE SUBCONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS ACCORDING TO THE MANUFACTURER'S (OR SPECIFIC) RECOMMENDATIONS, UNLESS OTHERWISE STATED IN LOCAL CODES OR ORDINANCES TAKE PRECEDENCE.
8. THE SUBCONTRACTOR SHALL PROVIDE A FULL SET OF CONSTRUCTION DOCUMENTS TO THE ARCHITECT/ENGINEER AND TO THE LOCAL JURISDICTIONAL CODES OR CLERKS OF COURTS OR CLERKS OF SUPERIOR COURTS FOR THE USE BY ALL PERSONNEL INVOLVED WITH THE PROJECT.
9. THE SUBCONTRACTOR SHALL SUPERVISE AND DIRECT THE PROJECT CONSTRUCTION FOR ALL THE CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT.
10. THE SUBCONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS WHICH MAY BE REQUIRED FOR THE WORK BY THE ARCHITECT/ENGINEER, THE STATE, COUNTY OR LOCAL GOVERNMENT AUTHORITY.
11. THE SUBCONTRACTOR SHALL MAKE NECESSARY PROVISIONS TO PROTECT EXISTING IMPROVEMENTS, EASEMENTS, PAVEMENT, CURBS, ETC. DURING CONSTRUCTION. UPON COMPLETION OF WORK, THE SUBCONTRACTOR SHALL REPAIR ANY DAMAGE THAT MAY HAVE OCCURRED DUE TO CONSTRUCTION ON OR ABOUT THE PROPERTY.
12. THE SUBCONTRACTOR SHALL MAINTAIN THE GENERAL WORK AREA AS CLEAN AND HAZARD FREE DURING CONSTRUCTION AND DISPOSE OF ALL SIFT, DEBRIS, RUBBISH AND REMOVE EQUIPMENT NOT SPECIFIED AS NECESSARY. ALL EXCESS MATERIALS SHALL BE LEFT IN CLEAN CONDITION AND FREE FROM PAINT SPOTS, DUST, OR DRIBBLES OF ANY NATURE.
13. THE SUBCONTRACTOR SHALL COMPLY WITH ALL OSHA REQUIREMENTS AS THEY APPLY TO THIS PROJECT.
14. THE SUBCONTRACTOR SHALL NOTIFY THE AT&T REPRESENTATIVE (BECHTEL) WHERE A CONFLICT OCCURS ON ANY OF THE CONTRACT DOCUMENTS. THE SUBCONTRACTOR IS NOT TO ORDER MATERIAL OR CONSTRUCT ANY PORTION OF THE WORK UNLESS IN COMPLIANCE WITH THE CONTRACT DOCUMENTS AS REVISIONS BY THE AT&T REPRESENTATIVE (BECHTEL).
15. THE SUBCONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS, PROPERTY LINES, ETC. ON THE JOB.

PROJECT COMPLIANCE NOTES:

1. THE PROPOSED FACILITY WILL BE UNMANNED AND DOES NOT REQUIRE PORTABLE WATER OR SEWER SERVICE AND IS NOT FOR HUMAN HABITAT. (NO HANDICAP ACCESS IS REQUIRED).
2. OCCUPANCY IS LIMITED TO PERIODIC MAINTENANCE AND INSPECTION. APPROXIMATELY 2 TIMES PER MONTH, BY AT&T TECHNICIANS.
3. NO NOISE, SMOKE, DUST, OR ODOR WILL RESULT FROM THIS PROPOSAL.
4. OUTDOOR STORAGE AND SOLID WASTE CONTAINERS ARE NOT PROPOSED.
5. ALL MATERIAL SHALL BE FLUSHED AND WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS. TECHNICAL SPECIFICATION FOR CONSTRUCTION OF (GAS)/GAS/INHERENT SITES' BETWEEN THE CONSTRUCTION SPECIFICATION AND THE DRAWINGS. THE DRAWINGS SHALL GOVERN.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY DAMAGE CAUSED DURING CONSTRUCTION OPERATION.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS REQUIRED FOR CONSTRUCTION.
8. THE CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE ON A DAILY BASIS.
9. INFORMATION SHOWN ON THESE DRAWINGS HAS OBTAINED FROM DRAWINGS PROVIDED BY THE APPLICANT REPRESENTATIVE. THE CONTRACTOR SHALL NOTIFY AT&T OF ANY DISCREPANCIES PRIOR TO ORDERING MATERIAL OR PROCEEDING WITH CONSTRUCTION.
10. NO ADDITIONAL PARKING IS PROPOSED. EXISTING ACCESS AND PARKING WILL BE USED.
11. NO ADDITIONAL LANDSCAPING IS PROPOSED AT THIS SITE.
- 12.

CONCRETE DIMENSION	TYPICAL MINIMUM BEND RADIUS	CONCRETE TYPE
1/2" SUPERFLEX	1 25"	CONCRETE
7/8"	5"	CONCRETE
1 1/4"	10"	CONCRETE
1 5/8"	15"	CONCRETE
2"	20"	CONCRETE

13. ALL COAXIAL CABLE INSTALLATION TO FOLLOW MANUFACTURER'S INSTRUCTIONS.
14. ALL WORK AND MATERIALS SHALL BE RESIGNED AND INSTALLED IN ACCORDANCE WITH THE LOCAL JURISDICTIONAL CODES, REGULATIONS, AND ORDINANCES. THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THESE CODES.
 1. TIA/EIA-222-G
 2. FIRE/HAZ SAFETY, SEP. 2006.
 3. LOCAL BUILDING CODE.
 4. CITY/COUNTY ORDINANCES.



**AT&T
LTE PROJECT**

GENERAL AND PROJECT NOTES

SHEET NUMBER: 2573E-435

SCALE: AS SHOWN

MARK S. BELFRAGE
REGISTERED PROFESSIONAL ENGINEER
NO. 14570

DATE: 11/26/12
BY: DCH/PTP
CHECKED BY: WAH

7:50 STANDARD DRIVE
FANOVER, MD 21076

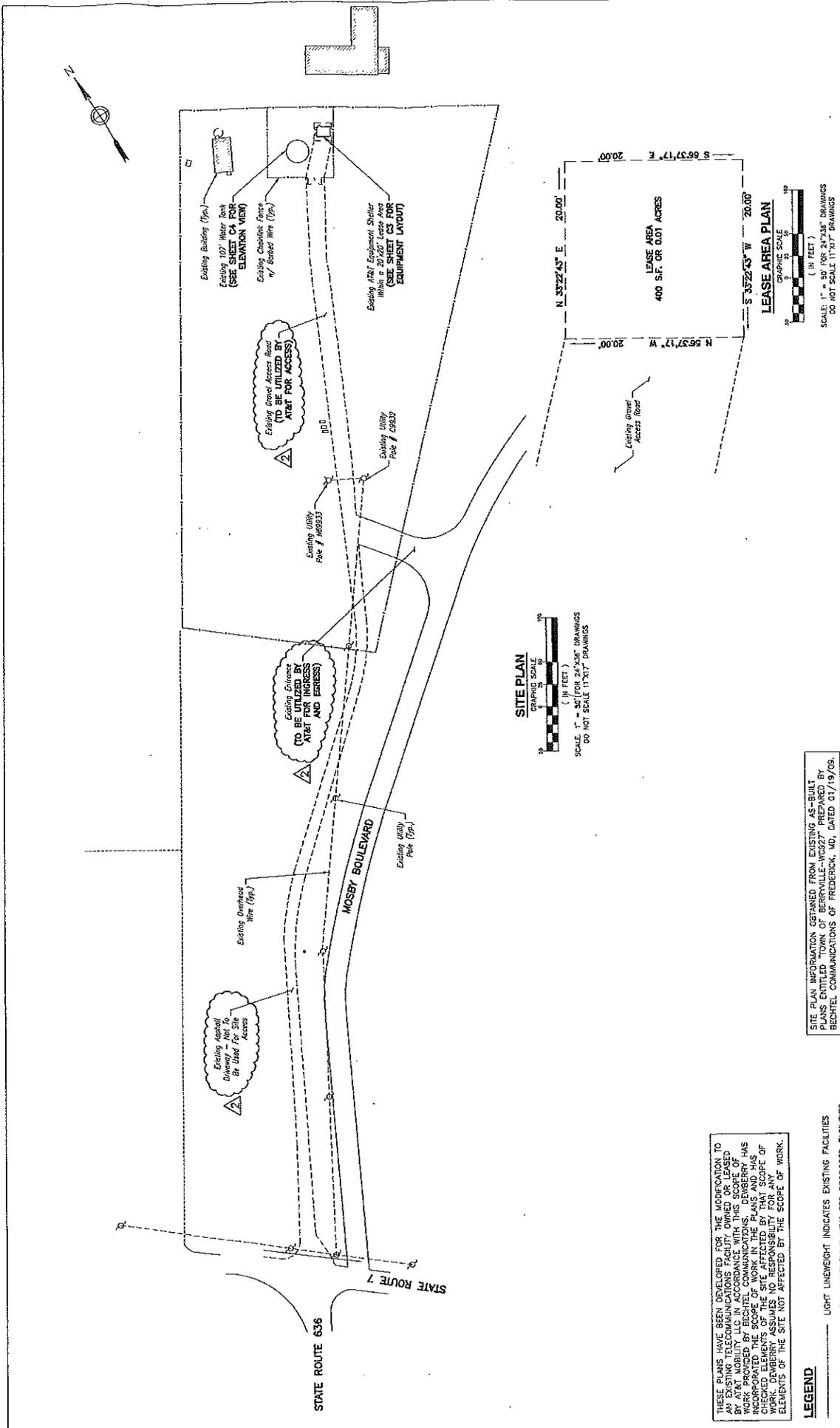
301 TOM WHITACRE CIRCLE
BERRYVILLE, VA 22611

BECHTEL COMMUNICATIONS
9300 BERGER ROAD
COLUMSIA, MD 21046

at&t
Mobility

7:50 STANDARD DRIVE
FANOVER, MD 21076

301 TOM WHITACRE CIRCLE
BERRYVILLE, VA 22611



SITE PLAN
GRAPHIC SCALE
(IN FEET)
SCALE: 1" = 50' FOR 24"x36" DRAWINGS
DO NOT SCALE 11"x17" DRAWINGS

LEASE AREA PLAN
GRAPHIC SCALE
(IN FEET)
SCALE: 1" = 50' FOR 24"x36" DRAWINGS
DO NOT SCALE 11"x17" DRAWINGS

THESE PLANS HAVE BEEN DEVELOPED FOR THE MODIFICATION TO AN EXISTING TELECOMMUNICATIONS FACILITY OWNED OR LEASED BY AT&T MOBILITY, LLC IN ACCORDANCE WITH THE SCOPE OF WORK INCORPORATED IN THE CONTRACT. THE SCOPE OF WORK HAS INCORPORATED THE SCOPE OF WORK IN THE PLANS AND HAS CHECKED ELEMENTS OF THE SITE AFFECTED BY THAT SCOPE OF WORK. DEWBERRY ASSUMES NO RESPONSIBILITY FOR ANY ELEMENTS OF THE SITE NOT AFFECTED BY THE SCOPE OF WORK.

LEGEND
 LIGHT LINEWEIGHT INDICATES EXISTING FACILITIES
 HEAVY LINEWEIGHT INDICATES PROPOSED FACILITIES

BECHTEL COMMUNICATIONS
 5200 BERGER ROAD
 COLUMBIA, MD 21046

Dewberry
 Dewberry Engineers Inc.
 1000 WASHINGTON AVENUE
 FREDERICK, MD 21701
 JOB # 5005901

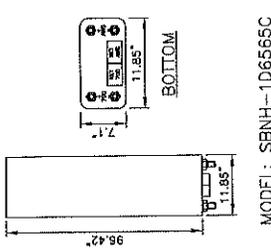
SITE NAME: TOWN OF BERRYVILLE - WC927
SITE ID NUMBER: 3405
 201 TOM WHITACRE CIRCLE
 BERRYVILLE, VA 22611

at&t
 MOBILITY
 7150 STANDARD DRIVE
 HANOVER, MD 21076

2	10/23/13	ISC - PER TOWN COMMENTS	LRN (REV)	NSI	DESIGNED BY: MN
1	10/01/13	PLAN CHECK	LRN (REV)	NSI	DESIGNED BY: MN
0	11/28/12	ISSUED FOR CONSTRUCTION	MR (REV)	NSI	DESIGNED BY: MN
0	11/28/12	ISSUED FOR CONSTRUCTION	MR (REV)	NSI	DESIGNED BY: MN
0	11/28/12	ISSUED FOR CONSTRUCTION	MR (REV)	NSI	DESIGNED BY: MN

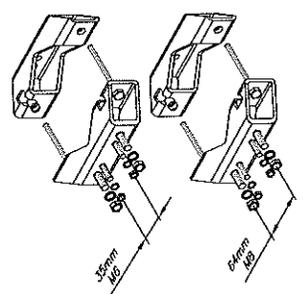
at&t		SITE PLAN	
25735-435	25735-435	4-1A-3405- C2	2
25735-435		4-1A-3405- C2	

AT&T LTE PROJECT
 500 SOUTH GARDEN STREET
 FREDERICK, MD 21701
 PROJECT NUMBER: 3405
 PROJECT NAME: TOWN OF BERRYVILLE



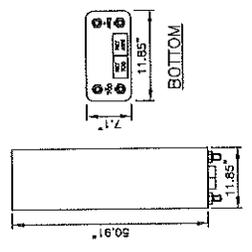
MODEL: SBNH-1D6565C

SECTOR - 1
ANTENNA DETAIL 01



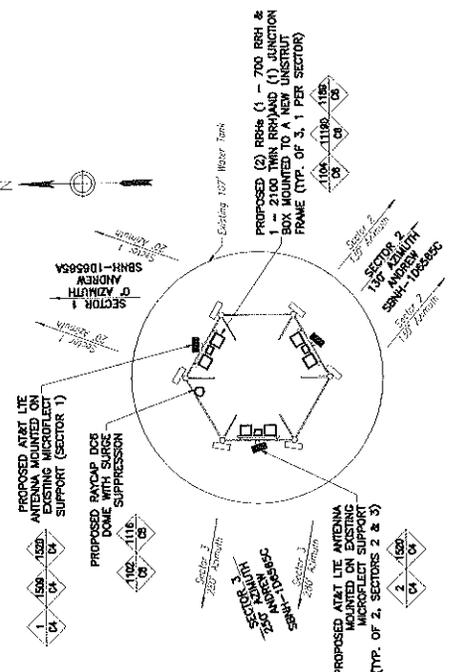
2x738.546
KATHREIN MOUNTING KIT

1509
NIS

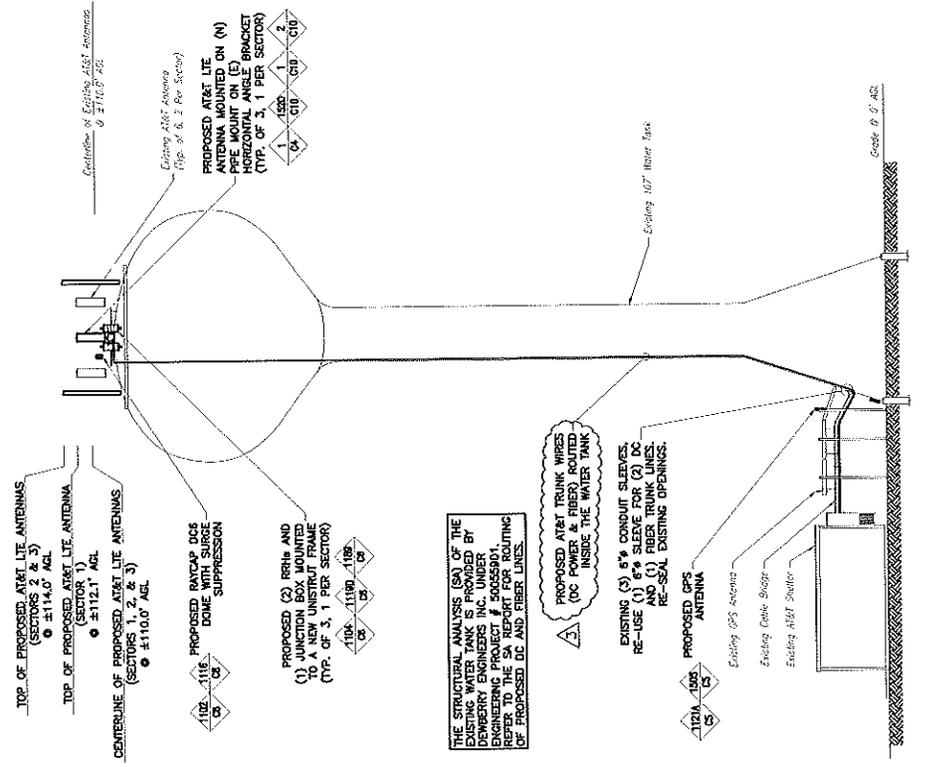


MODEL: SBNH-1D6565A

SECTOR - 2
ANTENNA DETAIL 02



PROPOSED ANTENNA MOUNTING
AND ORIENTATION DETAIL
1/8" = 1'-0" SCALE



ELEVATION VIEW
GRAPHIC SCALE
(IN FEET)
SCALE: 1" = 10' FOR 24"X36" DRAWINGS
DO NOT SCALE FROM DRAWINGS

NOTE:

1. THE STRUCTURAL ANALYSIS (SA) OF THE EXISTING WATER TANK WAS PROVIDED BY DEWBERRY ENGINEERS, INC. PROJECT NO. 50055901. PROPOSED POWER AND FIBER LINES SHALL BE ROUTED IN ACCORDANCE WITH SA REPORT.

THE STRUCTURAL ANALYSIS (SA) OF THE EXISTING WATER TANK IS PROVIDED BY DEWBERRY ENGINEERS, INC. PROJECT NO. 50055901. REFER TO THE SA REPORT FOR ROUTING OF PROPOSED DC AND FIBER LINES.

PROPOSED AT&T TRUNK WIRES (DC POWER & FIBER) ROUTED INSIDE THE WATER TANK

EXISTING (3) 6" CONDUIT SLEEVES RE-USE (1) 6" SLEEVE FOR (2) DC AND (1) FIBER TRUNK LINES. RE-SEAL EXISTING OPENINGS.

PROPOSED GPS ANTENNA

Existing GPS Antenna

Existing Cable Bridge

Existing AT&T Shelter

TOP OF PROPOSED AT&T LITE ANTENNAS (SECTORS 2 & 3)
±114.0' AGL

TOP OF PROPOSED AT&T LITE ANTENNA (SECTOR 1)
±112.1' AGL

CENTRELINE OF PROPOSED AT&T LITE ANTENNAS (SECTORS 2 & 3)
±110.0' AGL

PROPOSED RAYCAP DCS DOME SUPPRESSION

PROPOSED (2) RRHs AND (1) JUNCTION BOX MOUNTED TO A NEW UNSTRUCT FRAME (TYP. OF 3, 1 PER SECTOR)

BECHTEL COMMUNICATIONS
2000 SEPKER ROAD
COLUMBIA, MD 21046

Dewberry
Dewberry Engineers Inc.
120 WOODLAND DRIVE
BERRYVILLE, VA 22611
JOB # 50055901

AT&T
Mobility

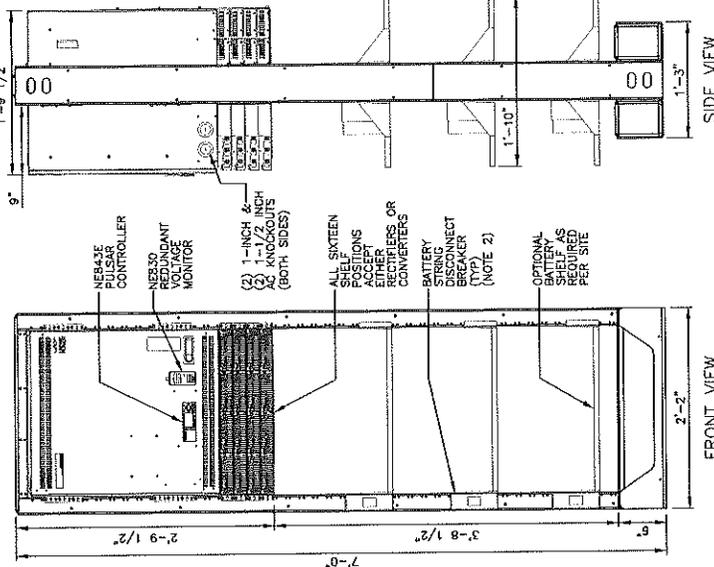
7150 STANFORD DRIVE
HANOVER, MD 21076

NO.	DATE	ISSUED FOR	BY	SCALE	DESIGNED BY	INVESTIGATED BY	DATE
1	02/23/11	FOR TOWN COUNCILS	WMP	N/A	WMP	N/A	N/A
2	03/17/11	FOR AT&T SITE VISIT	WMP	N/A	WMP	N/A	N/A
3	03/23/11	FOR AT&T SITE VISIT	WMP	N/A	WMP	N/A	N/A
4	03/23/11	FOR AT&T SITE VISIT	WMP	N/A	WMP	N/A	N/A
5	03/23/11	FOR AT&T SITE VISIT	WMP	N/A	WMP	N/A	N/A
6	03/23/11	FOR AT&T SITE VISIT	WMP	N/A	WMP	N/A	N/A

AT&T PROJECT
LTE PROJECT

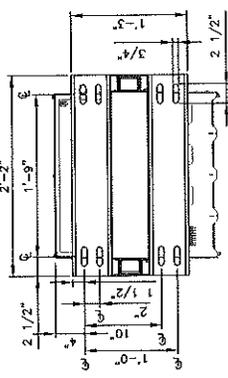
ANTENNA DETAILS AND ELEVATION VIEW

JOB NUMBER: 25736-423
DRAWING NUMBER: 14-VA-3405-04 2



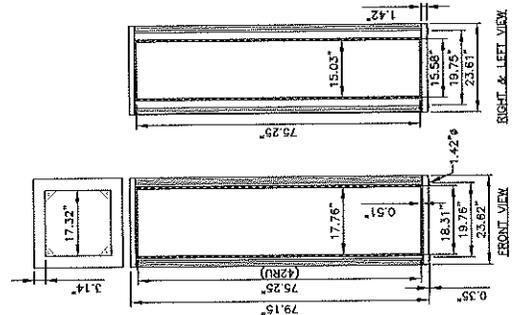
WEIGHT: FRAME W/DC POWER SYSTEM AND W/O BATTERIES = 435lbs
 BATTERY SHELF (M/A) 155#H 500lbs PER SHELF
 CLEARANCE: FRONT = 6\"/>

- NOTES:
1. CE/INFINITY FLOOR ANCHOR (84715689) MAY BE USED UNLESS LOCAL REQUIREMENTS GOVERN.
 2. DISCONNECT MAY BE MOUNTED TO EITHER SIDE OR DIRECTLY TO FRAMEWORK PER MANUFACTURER. FRAME IS SEISMIC COMPLIANT UP TO 3 BATTERY SHELVES.



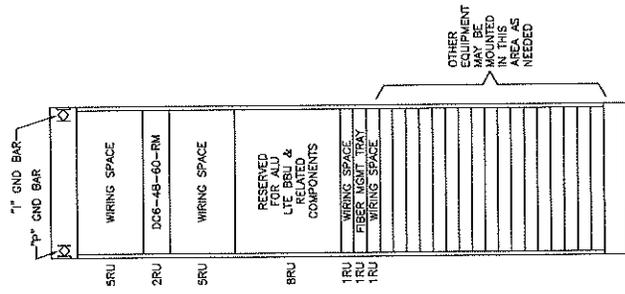
BOLTING PATTERN
 GE/INFINITY-M DC POWER SYSTEM
 IN FULL HEIGHT RACK

DETAIL 1198
 NTS



INDOOR FOUR-POST 19\"/>

DETAIL 1126A
 NTS



RACK LAYOUT FOR LTE EQUIPMENT WITH SURGE SUPPRESSORS AND WITHOUT CONVERTER

DETAIL 1118A
 NTS

	7150 STANDARD DRIVE HANOVER, MD 21076	Dewberry Engineers Inc. 100 UNIVERSITY BLVD FORT WASHINGTON, PA 19042	BECHTEL COMMUNICATIONS 9320 BECKER ROAD COLOMBA, MD 21046
SITE NAME: TOWN OF BERRYVILLE - WC827 SITE ID NUMBER: 3405	201 TOM WHITACRE CIRCLE BERRYVILLE, VA 22611	JOB # 52055901	BECHTEL COMMUNICATIONS 9320 BECKER ROAD COLOMBA, MD 21046
C: 11/26/17 E: 11/26/17 S: 11/26/17 D: 11/26/17			
DRAWN BY: [] CHECKED BY: [] DESIGNED BY: [] PROJECT MANAGER: []	DRAWN BY: [] CHECKED BY: [] DESIGNED BY: [] PROJECT MANAGER: []	DRAWN BY: [] CHECKED BY: [] DESIGNED BY: [] PROJECT MANAGER: []	DRAWN BY: [] CHECKED BY: [] DESIGNED BY: [] PROJECT MANAGER: []
AT&T PROJECT LTE PROJECT	AT&T PROJECT LTE PROJECT	AT&T PROJECT LTE PROJECT	AT&T PROJECT LTE PROJECT
EQUIPMENT CABINET DETAILS 25735-435	EQUIPMENT CABINET DETAILS 25735-435	EQUIPMENT CABINET DETAILS 25735-435	EQUIPMENT CABINET DETAILS 25735-435

ELECTRICAL GENERAL NOTES

A. GENERAL

1. EXAMINE THE SITE CONDITIONS VERY CAREFULLY AND THE SCOPE OF PROPOSED WORK TOGETHER WITH THE WORK OF ALL OTHER TRADES AND INCLUDE IN THE BID ALL COSTS FOR WORK SUCH AS EQUIPMENT AND WIRING MADE NECESSARY TO ACCOMMODATE THE ELECTRICAL SYSTEMS SHOWN AND SYSTEMS OF OTHER TRADES.
2. SUBMITTAL OF BID INDICATES CONTRACTOR IS AWARE OF ALL JOB SITE CONDITIONS AND WORK TO BE PREPARED UNDER THIS CONTRACT.
3. PERSONS OTHER THAN CONTRACTOR OR HIS AGENT, WHO ARE AT THE ELECTRICAL CONSTRUCTION MANAGER'S OFFICE FOR ANY REASON, SHALL BE CONSIDERED TO BE AT THE CONSTRUCTION MANAGER'S OFFICE AT HIS OWNERS RISK.
4. THE CONTRACTOR IS TO SCHEDULE ALL INSPECTIONS AND OBTAIN ALL NECESSARY PERMITS TO PERFORM THE WORK.
5. PROVIDE ALL LABOR, MATERIAL, EQUIPMENT, INSURANCE AND SERVICES TO COMPLETE THIS PROJECT IN ACCORDANCE WITH THE CONTRACT DOCUMENTS AND PRESENT IT AS FULLY OPERATIONAL TO THE SATISFACTION OF THE OWNER.
6. CARRY OUT ALL WORK IN ACCORDANCE WITH ALL GOVERNING LOCAL, COUNTY, STATE, AND NATIONAL CODES AND O.S.H.A.
7. THE CONSTRUCTION MANAGER WILL COORDINATE POWER AND TELLER WORK WITH THE LOCAL UTILITY COMPANY AS IT MAY APPLY TO THIS SITE. ALL WORK IS TO COMPLY WITH THE RULES AND REGULATIONS OF THE UTILITIES INVOLVED.
8. PAVEMENT AND INSTALLATION OF THE COMPLETE ELECTRICAL SYSTEM SHALL BE DONE WITH FIRST CLASS WORKMANSHIP PER NECA STANDARD 1-2000 BY QUALIFIED PERSONNEL, LICENSED AND EXPERIENCED IN SUCH WORK. ALL WORK SHALL BE DONE IN AN ORDERLY MANNER SO AS TO NOT IMPERE THE PROGRESS OF THE PROJECT.
9. DURING PROGRESS OF THE WORK, MAINTAIN AN ACCURATE RECORD OF THE DRAINING EQUIPMENT, CONDUIT AND CABLE LOCATIONS. UPON COMPLETION OF THE INSTALLATION, TRANSFER ALL RECORD DATA TO RED LINE PRINTS OF THE ORIGINAL DRAWINGS AND SUBMIT THESE DRAWINGS AS RECORD DRAWINGS TO THE CONSTRUCTION MANAGER.
10. THE COMPLETE JOB SHALL BE GUARANTEED FOR A PERIOD OF ONE (1) YEAR AFTER THE DATE OF JOB ACCEPTANCE BY OWNER. ANY WORK, MATERIAL OR EQUIPMENT FOUND TO BE DEFECTIVE DURING THIS PERIOD SHALL BE CORRECTED AT ONCE, UPON WRITTEN NOTIFICATION, AT THE EXPENSE OF THE CONTRACTOR.
11. THE CONSTRUCTION MANAGER IS RESPONSIBLE FOR REQUESTING CONNECTION OF COMMERCIAL POWER FROM THE POWER COMPANY.
12. THE CONTRACTOR SHALL NOTIFY MISS UTILITY A MINIMUM OF TWO (2) WORKING DAYS PRIOR TO ANY CONSTRUCTION OR EXCAVATION. THE CONTRACTOR SHALL ALSO NOTIFY A PRIVATE UTILITY CONTRACTOR FOR ALL ON-SITE UTILITY LOCATIONS.

B. MATERIALS AND METHODS

1. ALL ELECTRICAL WORK SHALL CONFORM TO THE EDITION OF THE NEC ACCEPTED BY THE LOCAL JURISDICTION AND TO THE APPLICABLE LOCAL CODES AND REGULATIONS.
2. ALL MATERIALS AND EQUIPMENT SHALL BE NEW. MATERIALS AND EQUIPMENT SHALL BE THE STANDARD PRODUCTS OF MANUFACTURERS CURRENT DESIGN AND NOT REWORKED OR REPRODUCED BY A REPUTABLE MANUFACTURER WHOSE PRODUCTS MEET THE REQUIREMENTS AND MEET THE APPROVAL OF THE CONSTRUCTION MANAGER AND OWNER.
3. ARRANGE CONDUIT, WIRING, EQUIPMENT, AND OTHER WORK GENERALLY AS SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FIT THE WORK IN EACH LOCATION WITHOUT SUBSTANTIAL ALTERATION. WHERE DEPARTURES ARE PROPOSED BECAUSE OF FIELD CONDITIONS OR OTHER CAUSES PREPARE AND SUBMIT DETAILED DRAWINGS FOR ACCEPTANCE.
4. THE CONTRACT DRAWINGS ARE GENERALLY DIAGRAMMATIC AND ALL OFFSETS, BENDS, FITTINGS, AND ACCESSORIES ARE NOT SHOWN. PROVIDE ALL SUCH ITEMS AS MAY BE REQUIRED TO FIT THE WORK TO THE CONDITIONS.
5. MAINTAIN ALL CLEARANCES AS REQUIRED BY THE NATIONAL ELECTRICAL CODE (NEC).

C. CONDUITS, WIRING, AND CONNECTIONS

1. UNLESS OTHERWISE INDICATED, ALL CONDUIT SHALL BE COPPER, UNLESS SPECIFIED OTHERWISE AND WITH THERMOPLASTIC INSULATION CONFORMING TO NECA W67 OR CROSS-LINKED POLYETHYLENE INSULATION CONFORMING TO NECA W67 (TYPES THIN OR THICK). INSULATION SHALL BE RATED FOR 90°C. CONDUITS SHALL BE COLOR CODED IN ACCORDANCE WITH THE NEC.
2. ALL CONDUITORS USED FOR CIRCUIT GROUNDING SHALL BE COPPER AND SHALL HAVE GREEN INSULATION.

3. FOR COPPER CONDUCTORS #6 AWG AND SMALLER, USE 3V SCOTCH LOCK OR TAP STATION COMPRESSION. THE CONDUCTORS WITH INTEGRAL USE SCOTCH LOCKS OR TAP STATION SHOULD BE USED FOR ALL PRESSURE CONNECTORS OR DOUBLE COMPRESSION C-CLAMP CONNECTORS, UNLESS NOTED OTHERWISE ON DRAWINGS.
4. UNLESS NOTED OTHERWISE ALL LUGS SHALL BE TIN PLATED COPPER, TWO-HOLE LONG BARREL COMPRESSION TYPE.
5. CONDUCTOR LENGTHS SHALL BE CONTINUOUS FROM TERMINATION TO TERMINATION WITHOUT SPICES. SPICES ARE TO BE USED ONLY WHERE ABSOLUTELY NECESSARY. PRIOR APPROVAL FROM AIBT'S REPRESENTATIVE MUST BE OBTAINED.

D. BACKWAYS AND BOXES

1. ALL CONDUIT SHALL BE UL LABELED.
2. ALL EMPTY CONDUITS INSTALLED FOR FUTURE USE SHALL HAVE A PULL COORD.
3. SHEET METAL BOXES SHALL BE NEMA 3R AND CONFORM TO NECA 651. CAST-METAL BOXES SHALL BE NEMA 3R AND CONFORM TO NECA 61. AND SHALL BE GZED IN ACCORDANCE WITH NEC UNLESS OTHERWISE NOTED.

E. GROUNDING

1. ALL SAFETY GROUNDING OF THE ELECTRICAL EQUIPMENT SHALL BE CARRIED OUT IN ACCORDANCE WITH THE CURRENT EDITION OF THE NEC.
2. ALL CELLULAR SITE GROUNDING SHALL BE CARRIED OUT IN ACCORDANCE WITH AT&T WIRELESS GROUNDING STANDARD DATED OCTOBER 2003.
3. GROUND LUGS ARE SPECIFIED UNDER SECTION "C. CONDUCTORS AND CONNECTORS".
4. ALL GROUND LUGS AND CONNECTIONS SHALL BE COATED WITH AN ANTI-OXIDANT AGENT SUCH AS NO-OX, NOALOX, PENETROL, OR KOPRSHIELD.
5. PROVIDE LOCK WASHERS FOR ALL MECHANICAL CONNECTIONS FOR GROUND CONDUCTORS. USE STAINLESS STEEL HARDWARE THROUGHOUT.
6. DO NOT INSTALL GROUND RING (IF REQUIRED) OUTSIDE OF PROPERTY LINE.
7. REMOVE ALL PAINT AND CLEAN ALL DIRT FROM SURFACES REQUIRING GROUND CONNECTIONS. REPEAT TO MATCH AFTER CONNECTIONS ARE MADE TO MAINTAIN CORROSION RESISTANCE.
8. ALL EXTERIOR GROUNDING CONDUCTORS INCLUDING EXTERIOR GROUND RING (IF REQUIRED) SHALL BE #2 AWG SOLID BARE TANKED COPPER. MAKE ALL GROUND CONNECTIONS AS SHORT AND DIRECT AS POSSIBLE. AVOID ANY SHARP BENDS. THE RADIUS OF ANY BEND SHALL NOT BE LESS THAN 3" AND THE ANGLE OF ANY BEND SHALL BE EXCEEDED 30°. GROUNDING CONDUCTORS SHALL BE ROUTED DOWNWARD TOWARD THE BURIED GROUND RING.
9. ALL GROUND CONNECTIONS SHALL BE APPROVED FOR THE METALS BEING WELDED.
10. ALL EXTERNAL GROUND CONNECTIONS SHALL BE EXOTHERMICALLY WELDED. ALL EXOTHERMIC WELDS TO THE EXTERIOR GROUND RING SHALL BE THE TYPE LOCATED ON TOP OF GROUND RINGS. REPAIR ALL GALVANIZED SURFACES THAT HAVE BEEN DAMAGED BY EXOTHERMIC WELDING USING SPRAY CONTAINING 95% ZINC (Z.R.C. GALVANITE OR EQUIVALENT).
11. IF A NEW GROUND RING IS REQUIRED, CONTRACTOR SHALL NOTIFY THE CONSTRUCTION MANAGER WHEN THE BURIED RING IS INSTALLED SO THE MANAGER CAN INSPECT THE GROUND RING BEFORE IT IS BACKFILLED WITH SOIL.
12. FOR METAL FENCE POST GROUNDING, USE AN EXOTHERMIC WELD CONNECTION TO POST.
13. WHERE USE OF AN ANTI-OXIDANT COMPOUND SUCH AS "NO OXIDE" BY DEARBORN CHEMICAL COMPANY ON ALL CONNECTIONS.
14. BOND ALL EXTERIOR CONDUITS, PIPES AND CYLINDRICAL METALLIC OBJECTS WITH A 3000Psi SERIES CLAMP OR BUCK-RING DIV SERIES CLAMP OR A BURNEDY GAR 3000Psi SERIES CLAMP ONLY. NO SUBSTITUTES ACCEPTED.
15. PERFORM A GROUND RESISTANCE MEASUREMENT OF THE GROUNDING SYSTEM USING THE FOLLOWING PROCEDURE: MEASURE THE RESISTANCE BETWEEN ANY POINT ON THE GROUND SYSTEM AND THE REFERENCE GROUND SHALL BE 5 OHMS OR LESS. ENSURE THAT THE ELECTRIC UTILITY AND TELLER GROUNDS ARE REMOVED FROM THE CELLULAR SYSTEM GROUNDING.

17. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY REPRESENTATIVE AT THE SITE INSPECTION SO THE UTILITY NEUTRAL FROM GROUNDING SYSTEM CAN BE PERFORMED. IF THE CONTRACTOR FAILS TO HAVE THE UTILITY REPRESENTATIVE PRESENT DURING FINAL RESISTANCE TESTING, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE FINAL RESISTANCE TESTING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE UTILITY REPRESENTATIVE TO BE SELECTED BY THE CONSTRUCTION MANAGER. IF THE UTILITY REPRESENTATIVE FAILS TO APPEAR AT NO FAULT OF THE CONTRACTOR, NO PENALTY SHALL APPLY.
18. A THIRD PARTY SHOULD BE HIRED TO OBTAIN MEGGER AND SWEET TEST RESULTS INCLUSIVE OF WHAT RESULTS THE CONTRACTOR SUBMITS TO INSURE PROPER QUALITY CONTROL ON ALL SITES. SCHEDULE MEASUREMENT FOR FIELD VERIFICATION. REFER TO THE AT&T MASTER SPECIFICATION FOR MEGGER TESTING PROCEDURES.
19. ALL METAL WORK WITHIN 10 FEET OF GROUND RING SHALL BE BONDED DIRECTLY TO GROUNDING SYSTEM WITH COPPER STRIPS OR BRASS CHAIN CONNECTION ARRANGEMENTS.
20. PAINT, ENAMEL, LACQUER AND OTHER ELECTRICALLY NON-CONDUCTIVE COATINGS SHALL BE REMOVED FROM ALL METALS TO BE CONNECTED TO GROUNDING SYSTEMS TO ENSURE GOOD ELECTRICAL CONTINUITY.
21. CONNECTIONS BETWEEN DISSIMILAR METALS SHALL NOT BE MADE UNLESS THE CONTRACTOR USES DISSIMILAR METAL ATTACHMENT DEVICES LISTED AND APPROVED FOR DISSIMILAR METALS. ONLY ATTACHMENT DEVICES LISTED AND APPROVED FOR DISSIMILAR METALS MAY BE USED.



ELECTRICAL GENERAL NOTES
JOB NUMBER: 25738-435
DRAWING NO: 14-VA-3405- E1 0



NO.	DATE	DESCRIPTION	BY	CHKD BY	APP'D BY	SCALE
1	11/17/13	ISSUE FOR CONSTRUCTION	WA	MSH/HZB	MSH/HZB	AS SHOWN
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7150 STANDFORD DRIVE
HAROVER, MD 21076

**SITE NAME: TOWN OF
BERRYVILLE - WC927**
SITE ID NUMBER: 3405



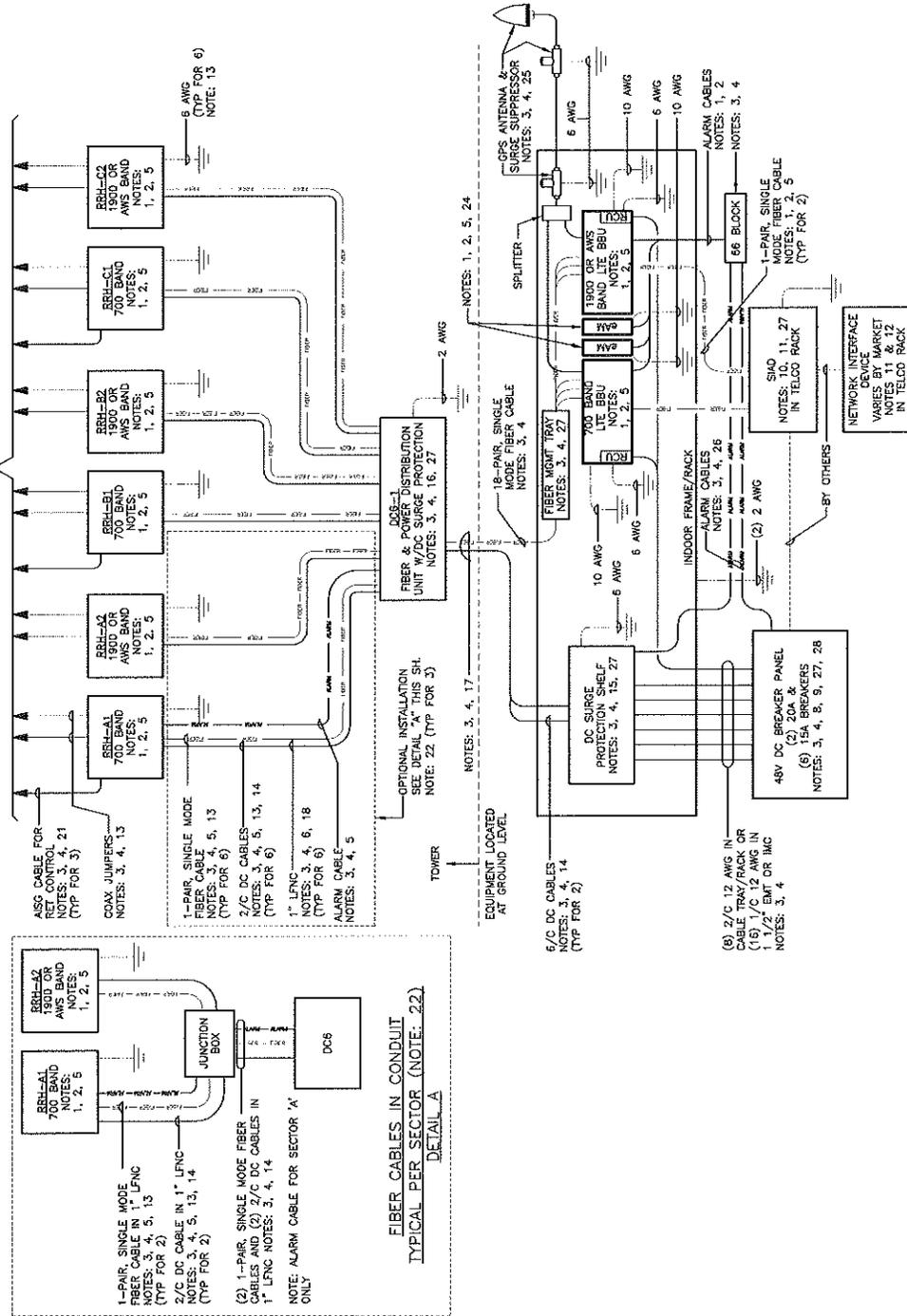
201 TOM WHITACRE CIRCLE
BERRYVILLE, VA 22811



BECTEL COMMUNICATIONS
3000 GERRER ROAD
COLUMBIA, MD 21046

JOB # 50059301

TOWARD ANTENNAS SEE RF DATA SHEET



NOTES:

1. FURNISHED BY OEM/AT&T
2. INSTALLED BY OEM OR AS SCOPED BY MARKET.
3. FURNISHED BY BECHTEL.
4. INSTALLED BY BECHTEL.
5. CONNECTION TO OPEN OR AS SCOPED BY MARKET.
6. OPEN END OF LFNC TO BE LEFT UNTERMINATED UNTIL TERMINATED.
7. DELETED.
8. PART OF DC POWER PLANT. BREAKERS SPECIFIED SEPARATELY.
9. BREAKERS TO BE TAGGED AND LOCKED OUT.
10. CHASSIS AND INCLUDES POWER CONNECTIONS AND FIBER TO THE UNIT OR AS SCOPED BY MARKET. WHEN IN BECHTEL SCOPE, INSTALL TO W/DC CHASSIS GROUND. PROVIDE (2) 10A BREAKERS FROM A 48V DC POWER SOURCE OR (2) 5A BREAKERS FROM A 48V DC POWER SOURCE AND CONNECT USING MFR POWER CABLE WITH EDCGAS CONNECTOR ON EXISTING TELCO RACK.
11. EDCGAS CONNECTOR ON EXISTING TELCO RACK.
12. LEG TO FURNISH AND INSTALL NETWORK INTERFACE DEVICE.
13. LEAVE COILED AND PROTECTED UNTIL TERMINATED.
14. SEE DETAIL 140B FOR DC POWER CABLE SIZES.
15. 140B FOR INTERNAL WIRING DIAGRAM.
16. FIBER & DC DISTRIBUTION BOX W/DC SURGE PROTECTION SHALL BE RAY CAP DCB-48-60-19-8F. SEE DETAIL 141D FOR INTERNAL WIRING DIAGRAM.
17. SUPPORT FIBER & DC POWER CABLES WITH SWAP-IN HANGERS SPACED NO MORE THAN 12\"/>

LTE SYSTEM DIAGRAM, TOWER SITE WITH INDOOR ALU BASEBAND AND RRHS ON TOWER

DETAIL 1400B

BECHTEL COMMUNICATIONS
3200 BERGER ROAD
COLUMBIA, MD 21046

AT&T PROJECT

at&t
SYSTEM DIAGRAM
JOB NUMBER: 25719-435
REV: 14-V4-3405-02

Dewberry
Dewberry Engineers Inc.
4401 LITTLE PATENT ROAD
FREDERICK, MD 21704
TEL: 301-251-1111
FAX: 301-251-1111

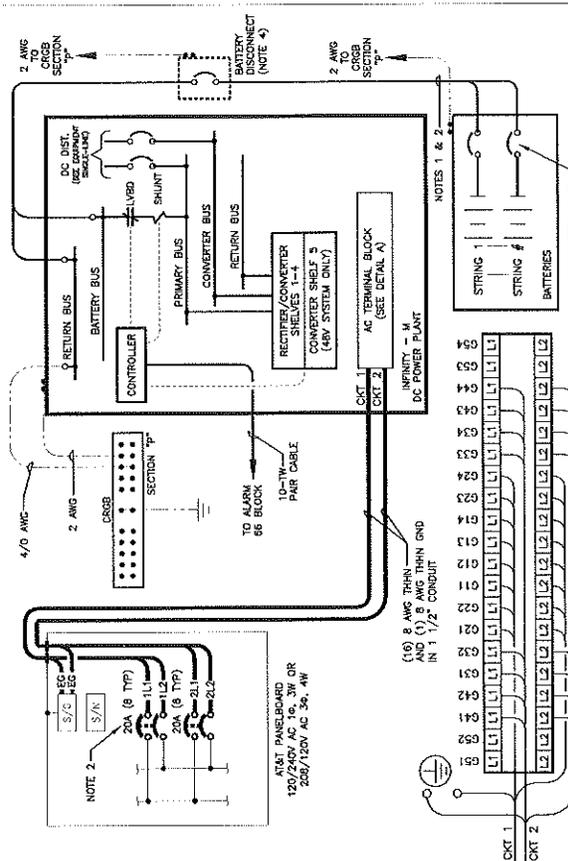
at&t
Mobility

SITE NAME: TOWN OF BERRYVILLE - WC927
SITE ID NUMBER: 9405
301 TOM WHITACRE CIRCLE
BERRYVILLE, VA 22511

SCALE: AS SHOWN
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DATE: 05/11/10
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7155 STANFORD DRIVE
HANOVER, MD 21076

DATE: 05/11/10
BY: [Signature]
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DETAIL A
AC TERMINAL BLOCK WIRING
(QUANTITY OF STRINGS (Ø) AS REQUIRED BY SITE)

- NOTES:
1. EACH POWER MODULE (SHELF) HAS (4) POSITIONS FOR RECTIFIERS. INSTALL CONDUIT AND CONNECT WIRING TO ALL FOUR RECTIFIER POSITIONS. THE QUANTITY OF ACTIVE RECTIFIERS SHALL BE DETERMINED BY OTHERS.
 2. INSTALL ONE 70A CIRCUIT BREAKER FOR EACH RECTIFIER TO BE INSTALLED. EXISTING 25A OR 30A BREAKERS MAY BE USED FOR RETROFIT APPLICATIONS. REFER TO PANEL SCHEDULE. UNTERMINATED WIRES IN THE PANELBOARD SHALL BE CAPPED AND COILED. BREAKER INTERRUPTING RATING SHALL MATCH PANELBOARD.
 3. SIZE 2/0 AWG BATTERY CABLES ARE FACTORY INSTALLED AND TERMINATED TO DISTRIBUTION PANEL WHEN TRAY-MOUNTED SHELVES ARE ORDERED.
 4. PROWIRE (Ø), 1200A BATTERY DISCONNECT UNLESS EXISTING AND (Ø) 4/0 AWG RHH TELCORLEX® IV CABLES (4 CABLES PER POLARITY) WHEN FLOOR MOUNTED BATTERY IS DELETED.
 5. ALL DC AND GROUND CABLE TERMINALS SHALL BE TINNED, 2-HOLE COMPRESSION TYPE. DC PP HARDWARE IS PROVIDED BY MANUFACTURER.
 6. PROVIDE REFERENCE GROUND (C.O. GROUND) CABLE TERMINAL FOR 2/0" HOLES ON 1" CENTERS. TORQUE TO 240 IN-LB.
 7. PROVIDE FRAME GROUNDING CABLE TERMINAL FOR 1/2" HOLES ON 5/8" CENTERS. CONNECTION MAY BE MADE TO EITHER TOP LEFT OR TOP RIGHT SIDE OF FRAME. CLEAN FRAME AND APPLY THIN COAT OF CONDUCTIVE ANTI-CORROSION COMPOUND. TORQUE TO 85 IN-LB.
 8. STUDS FOR BATTERY BUS CABLE TERMINALS ARE 3/8" ON 1" CENTERS SPACED 1-1/4" APART. TORQUE TO 240 IN-LB.
 9. AC TERMINAL BLOCKS FOR SHELF 5, G51, G52, G53 & G54 ARE PROVIDED FOR 48V SYSTEMS ONLY. BY INSTALLING ONLY CONVERTERS IN SHELF 5, CONNECTION OF AC POWER CABLES TO THESE TERMINAL POINTS IS UNNECESSARY.
 10. GROUND WIRES SHALL BE STRANDED COPPER, THIN GREEN INSULATED.

AC SINGLE-LINE DIAGRAM FOR
GE INFINITY-M DC POWER PLANT
INDIVIDUAL FEED

DETAIL 1474
N/S

(NOTE 2)

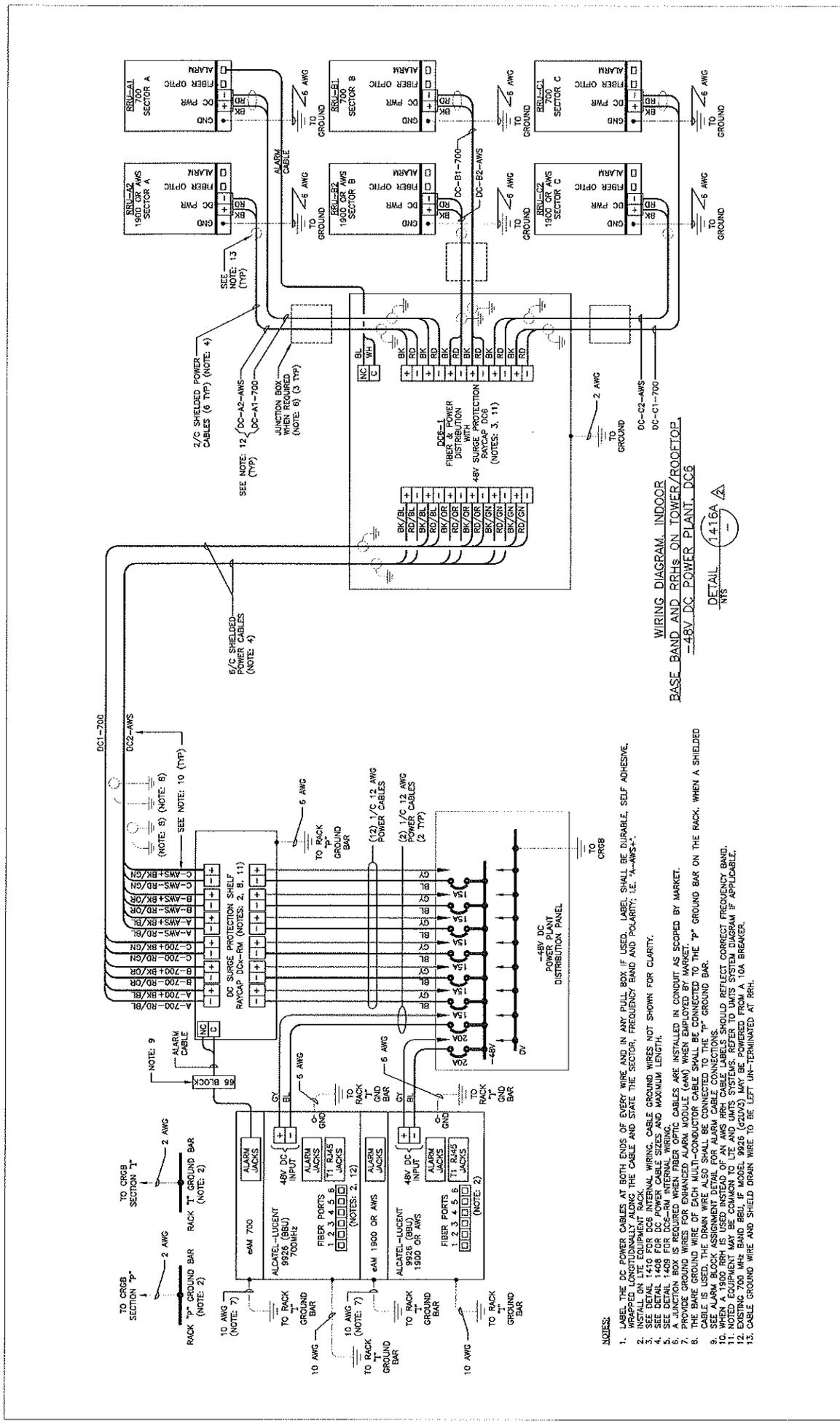
FIBER TRUNK CHANNEL	TECHNOLOGY BAND	SECTOR	RRH NUMBER	RADIO NAME	RRH FREQ	DC TRUNK #1	DC TRUNK #2	DC TRUNK #3	DC TRUNK #4	DC SURGE #1 SUPPRESSION POSITION	DC SURGE #2 SUPPRESSION POSITION
1	LTE	A	RRH-A1	LTE-700-A-RRH-A1	A1-700	RD/BLUE BK/BLUE				A-1	
2	LTE	A	RRH-A2	LTE-XXXX-A-RRH-A2	A2-XXXX	RD/BLUE BK/BLUE				B-1 (NOTE 1)	
3	LTE OR UMTS	A	RRH-A3	LTE OR UMTS-XXXX-A-RRH-A3	A3-XXXX	RD/BLUE BK/BLUE					A-1
4	SPARE	A	N/A	SECTOR A SPARE	(NOTE 1)						
5	LTE	B	RRH-B1	LTE-700-B-RRH-B1	B1-700	RD/GRN BK/GRN				A-2	
6	LTE	B	RRH-B2	LTE-XXXX-B-RRH-B2	E2-XXXX	RD/GRN BK/GRN				B-2 (NOTE 1)	
7	LTE OR UMTS	B	RRH-B3	LTE OR UMTS-XXXX-B-RRH-B3	E3-XXXX	RD/GRN BK/GRN					A-2
8	SPARE	B	N/A	SECTOR B SPARE	(NOTE 1)						
9	LTE	C	RRH-C1	LTE-700-C-RRH-C1	C1-700	RD/GRN BK/GRN				A-3	
10	LTE	C	RRH-C2	LTE-XXXX-C-RRH-C2	C2-XXXX	RD/GRN BK/GRN				B-3 (NOTE 1)	
11	LTE OR UMTS	C	RRH-C3	LTE OR UMTS-XXXX-C-RRH-C3	C3-XXXX	RD/GRN BK/GRN					A-3
12	SPARE	C	N/A	SECTOR C SPARE	(NOTE 1)						
13	LTE OR UMTS	A	RRH-A4	LTE OR UMTS-XXXX-A-RRH-A4	A4-XXXX	RD/BLUE BK/BLUE					B-1
14	LTE OR UMTS	B	RRH-B4	LTE OR UMTS-XXXX-B-RRH-B4	B4-XXXX	RD/GRN BK/GRN					B-2
15	LTE OR UMTS	C	RRH-C4	LTE OR UMTS-XXXX-C-RRH-C4	C4-XXXX	RD/GRN BK/GRN					B-3
16	LTE OR UMTS	A	RRH-A5	LTE OR UMTS-XXXX-A-RRH-A5	A5-XXXX					FUTURE	
17	LTE OR UMTS	B	RRH-B5	LTE OR UMTS-XXXX-B-RRH-B5	B5-XXXX					FUTURE	
18	LTE OR UMTS	C	RRH-C5	LTE OR UMTS-XXXX-C-RRH-C5	C5-XXXX					FUTURE	

- NOTES:
1. SUPPRESSORS B1, B2 & B3 OF THE FIRST UNIT SHALL BE USED FOR SECOND TECHNOLOGY INSTALLED.
 2. INSTALLATION OF A SECOND SURGE SUPPRESSION UNIT (RAYCAP MODEL DCB-48060-0-BF) WILL BE REQUIRED TO SUPPORT THIRD AND FORTH CARRIER REMOTE RADIO HEADS.

LTE FIBER TRUNK CONNECTION CODE

DETAIL 1405
N/S

<p>Dewberry Dewberry Engineers Inc. 10000 W. BERRYVILLE ROAD BERRYVILLE, VA 21035 Tel: 434-673-1100 Fax: 434-673-1101</p>	<p>at&t Mobility 7150 STARBUCK DRIVE HAYOVSER, MD 21075</p>	<p>AT&T LTE PROJECT</p>	<p>AT&T CONNECTION CODE AND AC SINGLE-LINE DIAGRAM JOB NUMBER: 25736-435 DRAWING NUMBER: L4-VA-3405- E3 2</p>
<p>BECHTEL COMMUNICATIONS 9200 BERGER ROAD COLUMBIA, MD 21046</p>	<p>SITE NAME: TOWN OF BERRYVILLE - WC927 SITE ID NUMBER: 3405 201 TOM WHITFIRE CIRCLE BERRYVILLE, VA 21035</p>	<p>SCALE: AS SHOWN DESIGNED BY: WJS CHECKED BY: WJS DATE: 11/26/12 PROJECT: 25736-435 DRAWING: L4-VA-3405- E3 2</p>	<p>DATE: 11/26/12 TIME: 11:26 AM BY: WJS CHECKED BY: WJS DATE: 11/26/12 TIME: 11:26 AM</p>



WIRING DIAGRAM, INDOOR
 BASE BAND AND RRHS ON TOWER/ROOFTOP
 --48V DC POWER PLANT, DC6

DETAIL 1416A

- NOTES:
1. LABEL THE DC POWER CABLES AT BOTH ENDS OF EVERY WIRE AND IN ANY PULL BOX IF USED. LABEL SHALL BE DURABLE, SELF ADHESIVE, WRAPPED LONGITUDINALLY ALONG THE CABLE AND STATE THE SECTOR, FREQUENCY BAND AND POLARITY, I.E. "A-AWS".
 2. INSTALL ON THE EQUIPMENT RACK.
 3. PROVIDE GROUND WIRING FOR ENHANCED ALARM MODULE (EAM) WHEN EMPLOYED BY MARKET.
 4. SEE DETAIL 1409 FOR DC POWER CABLE SIZE AND MAXIMUM LENGTH.
 5. SEE DETAIL 1409 FOR DC-RM INTERNAL WIRING.
 6. A JUNCTION BOX IS REQUIRED WHEN FIBER OPTIC CABLES ARE INSTALLED IN CONDUIT AS SCOPED BY MARKET.
 7. PROVIDE GROUND WIRING FOR ENHANCED ALARM MODULE (EAM) WHEN EMPLOYED BY MARKET.
 8. CABLE IS USED. THE DRAIN WIRE SHALL BE CONNECTED TO THE "P" GROUND BAR ON THE RACK. WHEN A SHIELDED CABLE IS USED, THE DRAIN WIRE SHALL BE CONNECTED TO THE "P" GROUND BAR ON THE RACK. WHEN A SHIELDED CABLE IS USED, THE DRAIN WIRE SHALL BE CONNECTED TO THE "P" GROUND BAR ON THE RACK. WHEN A SHIELDED CABLE IS USED, THE DRAIN WIRE SHALL BE CONNECTED TO THE "P" GROUND BAR ON THE RACK.
 9. SEE ALARM BLOCK ASSIGNMENT DETAIL FOR ALARM CABLE CONNECTIONS.
 10. WHEN A 1900 RRH IS USED INSTEAD OF AN AWS RRH CABLE LABELS SHOULD REFLECT CORRECT FREQUENCY BAND.
 11. NOTED EQUIPMENT MAY BE COMMON TO LTE AND UITS SYSTEMS. REFER TO UITS SYSTEM DIAGRAM IF APPLICABLE.
 12. ALL DC POWER CABLES SHALL BE UN-TERMINATED FROM A IGA BREAKER.
 13. CABLE GROUND WIRE AND SHIELD BROWN WIRE TO BE LEFT UN-TERMINATED AT RACK.

BECHTEL COMMUNICATIONS
 9200 BERGER ROAD
 COLUMBIA, MD 21046

Dewberry
 Dewberry Engineers Inc.
 1000 WASHINGTON BLVD
 SUITE 1000
 FARMERSBURG, MD 21051
 PHONE: 410-326-7000

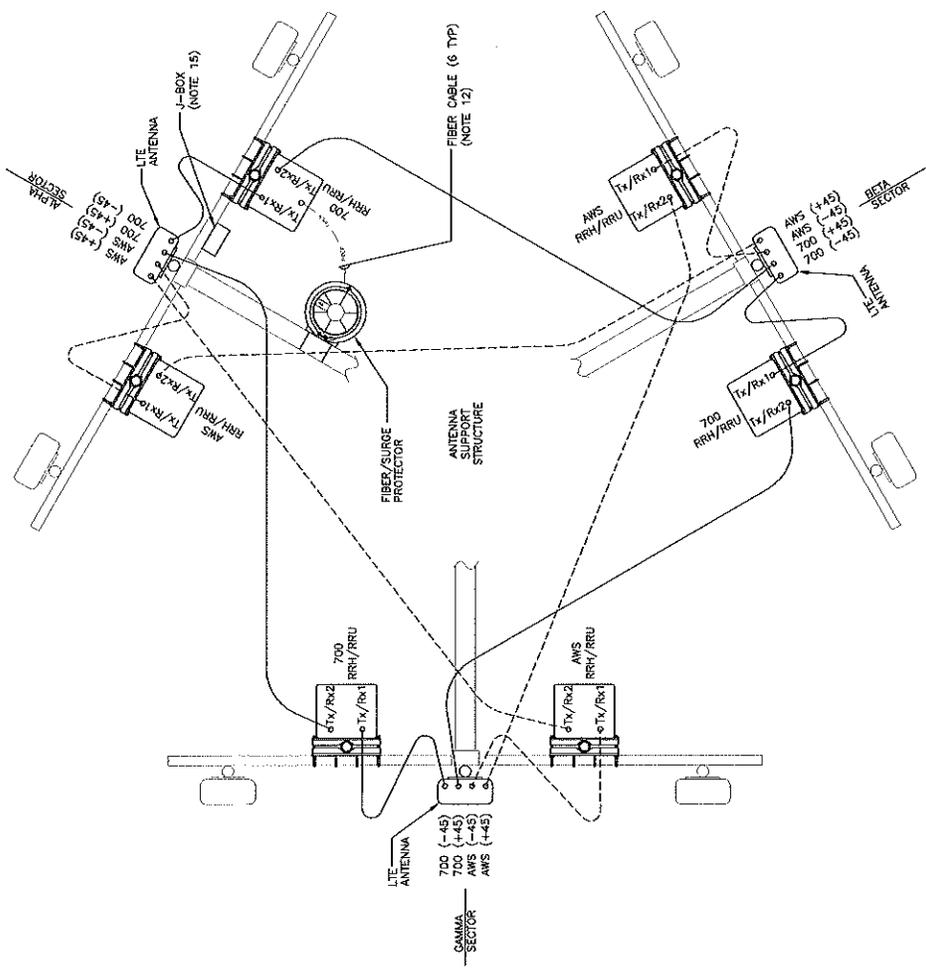
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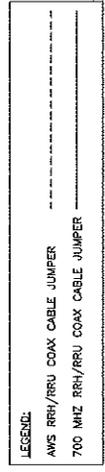
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10/11/2011	MARK S. BERRY	REVISED FOR CONSTRUCTION	MARK S. BERRY	MARK S. BERRY
01/29/2012	MARK S. BERRY	REVISED FOR CONSTRUCTION	MARK S. BERRY	MARK S. BERRY
01/29/2012	MARK S. BERRY	REVISED FOR CONSTRUCTION	MARK S. BERRY	MARK S. BERRY

at&t
 WIRING DIAGRAM
 2573E-4.35
 L4-M-3403-ES 1

- NOTES:**
1. THE CROSS SECTOR REDUNDANCY FEATURE (CSRFB) SHALL BE IMPLEMENTED ONLY ON TOWER SITES WHERE THE REMOTE RADIOS (RRH/RRU) ARE MOUNTED ON THE TOP OF THE TOWER. CSRFB SHALL NOT BE DEPLOYED ON ROOFTOP SITES, DAS SYSTEMS, OR WHERE THE RRH/RRU IS MOUNTED ON THE GROUND.
 2. CSRFB SHALL NOT BE DEPLOYED ON TOWER TOP SITES, WHICH HAVE TWO DIFFERENT RADIATION CENTER LINES ACROSS ANY TWO OR MORE SECTORS.
 3. CONSULT WITH AT&T MARKET PERSONNEL TO DETERMINE UPON WHICH LTE WAVE, THE CSRFB WILL BE DEPLOYED.
 4. THE MAXIMUM JUMPER LENGTH SHOULD NOT EXCEED 35 FEET FOR 700 MHZ AND AWS FREQUENCIES. (CONSULT WITH LOCAL MARKET RF FOR ADDITIONAL GUIDANCE.)
 5. IN THE EVENT TOWER TOP SITES CANNOT MEET THESE IMPLEMENTATION RESTRICTIONS, THE RRH/RRU SHALL BE CONNECTED TO THE ANTENNA IN THE TRADITIONAL CONFIGURATION, (E.G. LOW RF HEIGHT ON A SELF-SUPPORT TOWER WHERE THE DISTANCE BETWEEN SECTORS WOULD REQUIRE EXCESSIVELY LONG JUMPERS BETWEEN ADJACENT SECTORS).
 6. ALL RF CABLE (JUMPER) LENGTHS SHALL BE WITHIN 9 FEET OF EACH OTHER ACROSS ALL SECTORS. FOR EXAMPLE, ALPHA SECTOR'S SHORTEST JUMPER IS 6 FEET IN LENGTH. THEREFORE, GAMMA SECTOR'S LONGEST JUMPER CAN BE NO MORE THAN 15 FEET LONG (6 + 9 = 15).
 7. FOR SITES WHERE CSRFB WILL BE IMPLEMENTED WITH EXISTING LTE EQUIPMENT, EXISTING RF JUMPER MAY BE REUSED. INSTALLER SHALL MEASURE JUMPERS AND ENSURE LENGTHS COMPLY WITH NOTE 6.
 8. ALL RF CABLES JUMPERS SHALL USE PRE-MADE JUMPERS WITH PRE-INSTALLED CONNECTORS ON BOTH ENDS.
 9. ALL RF JUMPERS SHALL BE LDF OR LDF12 JUMPERS FROM APPROVED RF JUMPER CABLE MANUFACTURERS (ANDREW AND RFS). DO NOT USE SUPERFLEX.
 10. RF JUMPER CONNECTORS SHALL BE INSTALLED WITH PROPER TORQUE AND WEATHERPROOFING.
 11. JUMPERS SHALL HAVE RF SWEEP PERFORMED.
 12. ALL FIBER CABLES SHALL BE OF THE SAME LENGTH FROM THE FIBER/DC SURGE PROTECTION BOX TO THE RRH/RRU. ANY EXCESS FIBER SHOULD BE SPOOLED IN THE FIBER MANAGEMENT BOX.
 13. JUMPERS SHALL BE SUPPORTED AT INTERVALS NOT EXCEEDING 3 FEET.
 14. THIS DETAIL SHOWS LTE RF JUMPER CONNECTION. ROUTING IS DIAGRAMMATIC. SEE ANTENNA PLAN IN THIS SET OF DRAWINGS FOR ACTUAL LOCATION OF ANTENNAS AND REMOTE RADIOS.
 15. WHEN CONDUIT AND JUNCTION BOXES (1 PER SECTOR) ARE SCOPED BY MARKET, COIL EXCESS FIBER CABLE IN JUNCTION BOX.
 16. DO NOT DEPLOY CSRFB ON THE SECOND CARRIER LTE.



PLAN VIEW



LTE CROSS SECTOR REDUNDANCY FEATURE
(CSRFB) JUMPER CONFIGURATION

DETAIL 1506
N/S

<p>Dewberry Dewberry Engineers Inc. 10000 WOODBURN ROAD COLUMSIA, VA 23046 PHONE: 804-555-5500 FAX: 804-555-5501</p>	<p>at&t Mobility</p> <p>7150 STANDARD DRIVE MANASSAS, VA 20108</p>	<p>AT&T LTE PROJECT</p>	<p>at&t</p> <p>LTE CROSS SECTOR REDUNDANCY FEATURE</p> <p>300 NUMBER 25738-435</p> <p>CREATING NUMBER: E8 1</p>
	<p>RECHTEL COMMUNICATIONS 8300 BERGER ROAD COLUMSIA, VA 23046</p>	<p>at&t Mobility</p> <p>7150 STANDARD DRIVE MANASSAS, VA 20108</p>	<p>AT&T LTE PROJECT</p>

PANEL C 24V, 600A

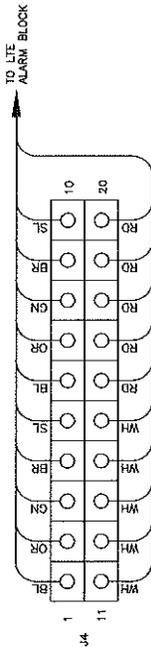
POSN	BRKR	DESCRIPTION
1		150 UMTS CABINET 1
2		CIRCUIT 1
3		LEAVE UNUSED
4		150 UMTS CABINET 1
5		CIRCUIT 2
6		LEAVE UNUSED
7		150 UMTS CABINET 1
8		CIRCUIT 3
9		LEAVE UNUSED
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

PANEL A SELECTED VOLTAGE: 24V, 600A

POSN	BRKR	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

PANEL D 24V, 600A

POSN	BRKR	DESCRIPTION
1		250 GSM CABINET 1
2		
3		
4		LEAVE UNUSED
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
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POSN	SIGNAL NAME	DESCRIPTION
1, 11	PCR	POWER CRITICAL
2, 12	PMJ	POWER MAJOR
3, 13	PMN	POWER MINOR
4, 14	BD	BATTERY ON DISCHARGE
5, 15	VLV	VERY LOW VOLTAGE
6, 16	FAJ	EXTERNAL FUSE ALARM
7, 17	ACF	AC FAILURE
8, 18	RFA	RECTIFIER FAILURE
9, 19	MREA	MULTI RECTIFIER FAILURE
10, 20	HV	HIGH VOLTAGE

PANEL B SELECTED VOLTAGE: 48V, 600A

POSN	BRKR	DESCRIPTION
1		LTE 700 RRH/RRU SECTOR A
2		LTE 700 RRH/RRU SECTOR B
3		LTE 700 RRH/RRU SECTOR C
4		LTE AWS RRH/RRU SECTOR A
5		LTE AWS RRH/RRU SECTOR B
6		LTE AWS RRH/RRU SECTOR C
7		LTE INDOOR 700 BASEBAND
8		LTE INDOOR 2100 BASEBAND
9		
10		
11		
12		LEAVE UNUSED
13		
14		
15		LTE OUTDOOR BASEBAND

NOTES:

1. ALL BREAKERS 70A AND GREATER REQUIRE ONE (1) UNUSED POSITION ON EACH SIDE.
2. PANELS A & B ARE SELECTABLE FOR 24V OR 48V DISTRIBUTION. INSTALLER TO SETUP VOLTAGE SECTION AS SHOWN.
3. 2--POSITION AND 3--POSITION BREAKERS REQUIRE AN ADAPTER PLATE ON LOAD TERMINALS AND RETURN BUS.

1. ALARM OUTPUT CABLE IS 24 AWG SOLID CU TWISTED PAIR AND IS AVAILABLE FROM GE/UNIBASE IN 50 FT LENGTH (C0846817035) AND 150 FT LENGTH (C0846817645).
2. INSTALLER TO PLACE ALARM RELAY JUMPERS IN "OPEN ON ALARM" POSITION.

DC PANEL SCHEDULE
GE INFINITY-M
 ±24V PRIMARY, -48V SECONDARY

DETAIL 1474B
 NIS

CONNECTION DIAGRAM GE INFINITY-M
 DC POWER PLANT ALARM

DETAIL 1474A
 NIS



BECHTEL COMMUNICATIONS
 9200 BERGER ROAD
 COLUMBIA, MD 21045



Dewberry
 Dewberry Engineers Inc.
 10000 Greenleaf Drive
 Fairfax, VA 22030
 JOB # 50055901

SITE NAME: TOWN OF
 BERRYVILLE - WC927
 SITE ID NUMBER: 3405
 201 TOM WHITACRE CIRCLE
 BERRYVILLE, VA 22611



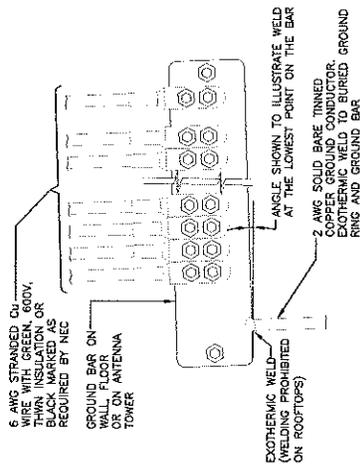
7150 STANDARC DRIVE
 HANOVER, MD 21076



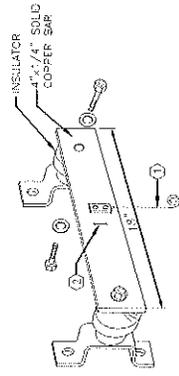
AT&T
 LTE PROJECT



GE INFINITY-M - CONNECTION
 DIAGRAM AND DC PANEL SCHEDULE
 JOB NUMBER: 50055901
 DRAWING NUMBER: 25716-435
 L4-V4-3405-ETC 1



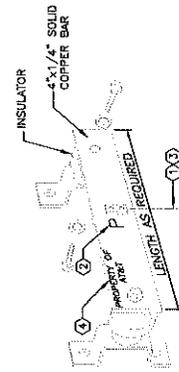
DETAIL 1429 NTS



DETAIL 1428 NTS

- EACH GROUND CONDUCTOR TERMINATING ON ANY GROUND BAR SHALL HAVE AN IDENTIFICATION TAG ATTACHED AT EACH END THAT WILL IDENTIFY ITS ORIGIN AND DESTINATION.
- CONNECTION FOR:
ALL COMMUNICATIONS EQUIPMENT FRAMES.
MASTER GROUND BAR (2 AWG)
- DETAIL NOTES:
1. TWO-HOLE LONG BARREL COMPRESSION LUG WITH 5 AWG STRANDED COPPER CONDUCTOR AND GREEN THIN INSULATION TO GROUND BAR AND CONNECT TO MASTER GROUND BAR AND CONNECT WITH TWO-HOLE LUG TO "T" SECTION.
 2. USE PERMANENT MARKER TO LABEL THE WHOLE BAR AS "T" WITH 1" HIGH LETTERS.

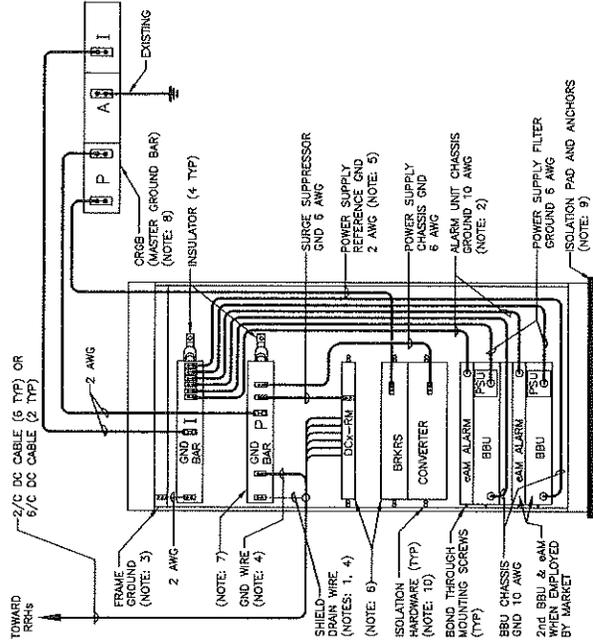
DETAIL 1428 NTS



DETAIL 1424 NTS

- EACH GROUND CONDUCTOR TERMINATING ON ANY GROUND BAR SHALL HAVE AN IDENTIFICATION TAG ATTACHED AT EACH END THAT WILL IDENTIFY ITS ORIGIN AND DESTINATION.
- CONNECTION FOR:
COAXIAL CABLE SHIELD
CABLE ENTRY PORTS (HATCH PLATES)
RECTIFIER FRAMES
GENERATOR FRAME WORK
24V & 48V DC POWER RETURN BAR
TELECO GROUND BAR
MASTER GROUND BAR
- DETAIL NOTES:
1. TWO-HOLE LONG BARREL COMPRESSION LUG WITH 2 AWG STRANDED COPPER CONDUCTOR AND GREEN THIN INSULATION TO GROUND BAR AND CONNECT TO MASTER GROUND BAR AND CONNECT WITH TWO-HOLE LUG TO "T" SECTION.
 2. USE PERMANENT MARKER TO LABEL THE WHOLE BAR AS "P" WITH 1" HIGH LETTERS.
 3. FOR GROUND BAR LOCATED OUTDOORS, ON-GRADE ONLY, EXOTHERMICALLY WELD A 2 AWG BARE TINNED COPPER CONDUCTOR TO GROUND BAR AND EXOTHERMICALLY WELD TO BURIED GROUND CONDUCTOR.
 4. GROUND BARS SHALL BE TINNED COPPER AND SHALL BE ENGRAVED OR IMPRESSED "STOLEN-DO NOT RECYCLE" AND/OR "PROPERTY OF AT&T" ENGRAVED OR STAMPED WITH SITE FA LOCATION AND SECURED WITH ANTI-THEFT HARDWARE.

DETAIL 1124 NTS



NOTES:

1. WHEN SHIELDED DC POWER CABLES ARE USED CONNECT EACH SHIELD DRAIN WIRE TO THE PACK GROUND BAR INDEPENDENTLY. THE SIZE OF THE DRAIN WIRE IS 12, 14, OR 16 AWG RESPECTIVELY FOR CABLE CONDUCTOR SIZE OF 8, 10 OR 12 AWG. CABLE TERMINALS SHALL BE SIZED ACCORDINGLY.
2. PROVIDE GROUND WIRE WHEN ENHANCED ALARM MODULE (EAM) IS EMPLOYED BY MARKET.
3. REMOVE PAINT TO BARE METAL OR BRUSH CLEAN THE CONTACT SURFACE OF ALUMINUM FRAMES AND APPLY NO-OX COMPOUND TO MAKE THE FRAME GROUND CONNECTION. STAINLESS STEEL BOLTS AND NUTS SHALL BE USED. SELF-TAPPING SCREWS ARE NOT PERMITTED.
4. THE GROUND WIRE AND IF PRESENT, THE SHIELD DRAIN WIRE SHALL BE ENCASED WITH CLEAR HEAT SHRINK AT THE POINT WHERE THE BARE WIRE(S) EXIT THE CABLE JACKET TO THE TERMINATION LUG.
5. PROVIDE "DO NOT REMOVE" TAGS AT BOTH TERMINATIONS OF POWER SUPPLY REFERENCE GROUND.
6. INSTALL DC6-RM AND CONVERTER/BREAKER UNIT WHEN APPLICABLE. SEE SYSTEM DIAGRAM.
7. RE-ARRANGEMENT OF GROUND WIRES ONTO THE CRBG SECTIONS "P", "A", "T" IS NOT REQUIRED WHERE THE SECTION DIVISIONS ARE NOT PRE-EXISTING.
8. ISOLATE DC6-RM AND CONVERTER/BREAKER UNIT FROM FRAME WITH 1" STAND-OFF ISOLATOR. B-LINE P/N SB1154 OR SIMILAR.
9. ISOLATE DC6-RM AND CONVERTER/BREAKER UNIT FROM FLOOR WITH POLYESTER FIBERGLASS PAD & NYLON SLEEVE WASHERS, COOPER B-LINE OR SIMILAR.
10. ISOLATE DC6-RM AND CONVERTER/BREAKER UNIT FROM FRAME WITH 1" STAND-OFF ISOLATOR. B-LINE P/N SB1154 OR SIMILAR.

DETAIL 1452 NTS



BECEL COMMUNICATIONS
9200 BERGER ROAD
COLUMBIA, MD 21046



Dewberry
Dewberry Engineers Inc.
10100 DEWBERRY ROAD
FARMERS BRANCH, TX 75438
PH: 281.281.1000
WWW.DEWBERRY.COM

JOS # 5005601

SITE NAME: TOWN OF BERRYVILLE - WC927
SITE ID NUMBER: 3405

201 TOM WHITACRE CIRCLE
BERRYVILLE, VA 22811



7150 STANDARD DRIVE
HANDOVER, MD 21076



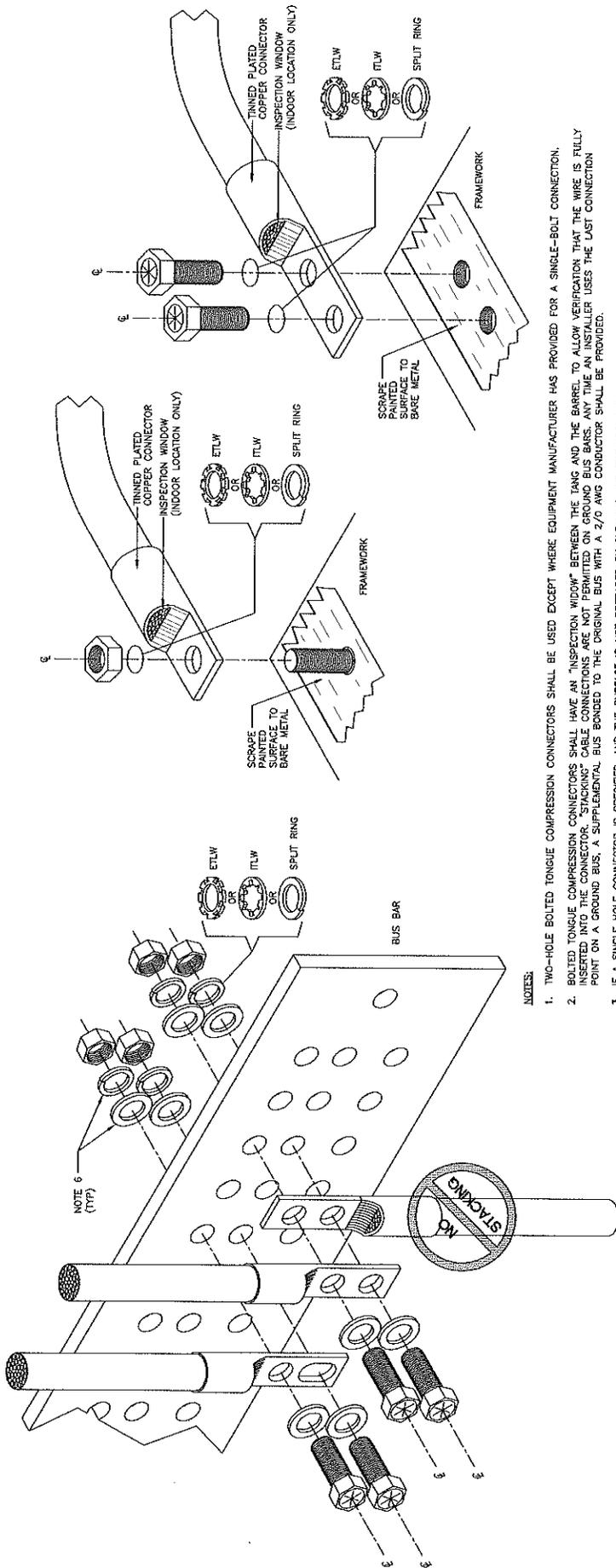
AT&T
LTE PROJECT

REV	DATE	BY	DESCRIPTION
1	01/27/13	PC	USE AWG 20 FOR DC LINE OVERCABLE
2	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
3	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
4	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
5	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
6	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
7	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
8	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
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11	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
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14	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
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98	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
99	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE
100	01/28/13	PC	USE AWG 18 FOR DC LINE OVERCABLE



GROUNDING DETAILS - 1

28758-455 14-VIA-3405-111



NOTES:

1. TWO-HOLE BOLTED TONGUE COMPRESSION CONNECTORS SHALL BE USED EXCEPT WHERE EQUIPMENT MANUFACTURER HAS PROVIDED FOR A SINGLE-BOLT CONNECTION.
2. BOLTED TONGUE COMPRESSION CONNECTORS SHALL HAVE AN "INSPECTION WINDOW" BETWEEN THE TANG AND THE BARREL. TO ALLOW VERIFICATION THAT THE WIRE IS FULLY INSERTED INTO THE CONNECTOR, STACKING OF CABLE CONNECTIONS ARE NOT PERMITTED ON GROUND BUS BARS. ANY TIME AN INSTALLER USES THE LAST CONNECTION POINT ON A GROUND BUS, A SUPPLEMENTAL BUS BONDED TO THE ORIGINAL BUS WITH A 2/0 AWG CONDUCTOR SHALL BE PROVIDED.
3. IF A SINGLE-HOLE CONNECTOR IS SPECIFIED, AND THE SURFACE IS NOT PREPARED BY CLEANING AND THE APPLICATION OF AN ANTI-OXIDANT COMPOUND, THE SECURING HARDWARE SHALL INCLUDE AN EXTERNAL TOOTH TYPE LOCK WASHER (STAR WASHER) PLACED BETWEEN THE CONNECTOR AND THE SURFACE TO WHICH THE CONNECTOR IS SECURED. THE CONNECTION SHALL ALSO HAVE A SPLIT RING OR EXTERNAL TOOTH LOCK WASHER INSTALLED BETWEEN THE LUG AND THE BOLT HEAD SECURING IT.
4. A THIN LAYER OF CONDUCTIVE ANTI-OXIDANT COMPOUND SHALL BE APPLIED TO MATING SURFACES AND USE STAINLESS STEEL BOLTS, NUTS AND WASHERS FOR ALL CONNECTIONS OF DISSIMILAR METALS.
5. PAINT REMOVED FROM OUTDOOR SURFACES SHALL BE TOUCHED-UP AFTER GROUNDING CONNECTION IS MADE.
6. CORRECTLY SIZED WASHERS SHOULD BE USED WITH A NUT AND BOLT. THE WASHER SHOULD CARRY THE SAME SIZE DESIGNATION AS THE BOLT, SUCH AS 1/4 INCH. USING A WASHER THAT IS TOO LARGE MAY CAUSE THE BOLT OR NUT TO PULL THROUGH THE WASHER OR TO MAKE FULL CONTACT WITH ITS INTENDED SURFACE.
7. UN-TINNED COPPER BUS BAR SHALL BE BURNISHED TO A BRIGHT FINISH BEFORE ANTI-OXIDANT IS APPLIED AND TERMINATIONS COMPLETED.

GROUNDING DETAILS AND NOTES

DETAIL 1197
N/S

BECTEL COMMUNICATIONS
9200 BERGER ROAD
COLUMBIA, MO 65116

Dewberry
Dewberry Engineers Inc.
10000 W. CENTRAL EXPRESSWAY
SUITE 1000
DENVER, CO 80231
Tel: 303.733.1000
Fax: 303.733.1001

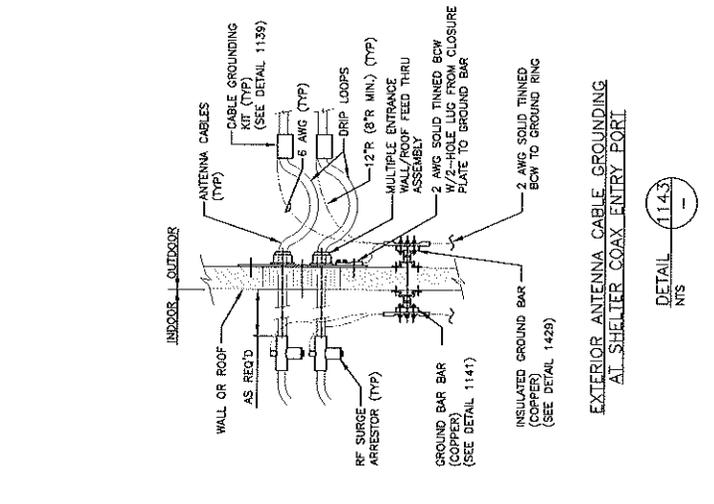
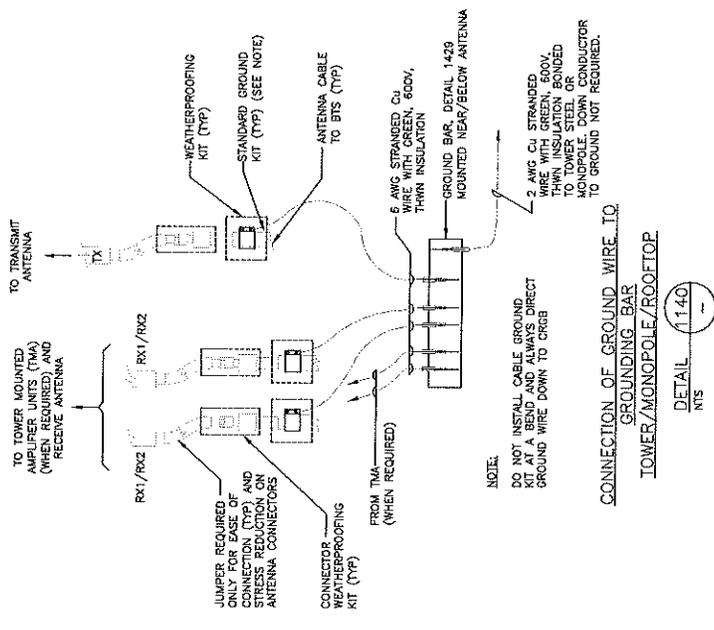
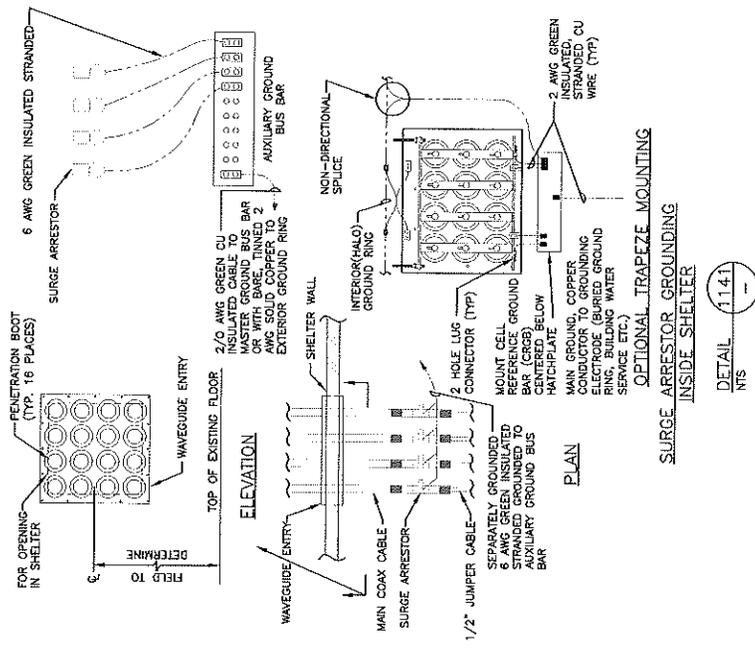
SITE NAME: TOWN OF BERRYVILLE - WC927
SITE ID NUMBER: 3405
204 TOM WHITACRE, CIRCLE
BERRYVILLE, VA 22611

7150 STANDARD DRIVE
HARRISBURG, PA 17106



AT&T
LTE PROJECT

		GROUNDING DETAILS - 2
SHEET NUMBER 25735-43E	DRAWING NUMBER 14-VA-3405- E13 C	DATE



BECTEL COMMUNICATIONS
8500 RESER ROAD
COLUMBIA, MD 21045

Dewberry
Dewberry Engineers Inc
100 W. WASHINGTON ST.
FAC: 410.528.1100
FAX: 410.528.1101
JOB # 50061801

SITE NAME: TOWN OF BERRYVILLE - WC927
SITE ID NUMBER: 3405
201 TOM MONTAGNE CIRCLE
BERRYVILLE, MD 22811

7150 STANDARD DRIVE
PACOWEN, MD 21076

AT&T LTE PROJECT

GROUNDING DETAILS - 3
JOB NUMBER: 25736-435
DRAWING NUMBER: 14-VIA-3405-E140

NO DATE: 3/17/24/ISSUED FOR CONSTRUCTION
REV: 2/24/24/ISSUED FOR CONSTRUCTION
SCALE: AS SHOWN
DESIGNED BY: MR.
DRAWN BY: MR.

DATE: 1/15/24
BY: [Signature]
CHECKED BY: [Signature]
SCALE: AS SHOWN

DATE: 1/15/24
BY: [Signature]
CHECKED BY: [Signature]
SCALE: AS SHOWN

DATE: 1/15/24
BY: [Signature]
CHECKED BY: [Signature]
SCALE: AS SHOWN

WATER TANK SITE LEASE AGREEMENT

6/26/01 VER.

SITE: Town of Berryville/North West Elevated Tank

THIS LEASE is made between Town of Berryville, Virginia, a Virginia municipal corporation with an address of 23 East Main Street, Berryville, Virginia, 22611, hereinafter called Lessor, and Triton PCS Property Company, L. L. C., a Delaware Limited Liability Company, hereinafter called Lessee.

WHEREAS, Lessor is the fee simple owner of the real property and elevated water tank located on said property situated off of Tom Whitacre Circle adjacent to the Town of Berryville, in Clarke County, Virginia and more particularly described in that deed recorded among the Land Records of Clarke County, Virginia in Deed Book 17, at Page 166 ("Property"); and,

WHEREAS, Lessee is in need of space on a portion of such water tank for a mounting structure to support Lessee's three (3) antennas and ground space measuring no more than 400 square feet in the fenced area around the water tank on the Property (as shown on Exhibit A), for an accessory equipment building for its communications needs ("Site") in the Town of Berryville; and,

WHEREAS, Lessor has determined that renting such space to a user which will not interfere with the needs of Lessor's Department of Public Works, Department of Public Utilities or the town's operations on the Property, will benefit the public and Lessor by minimizing the number of towers which are erected in the Town of Berryville, and Lessor is willing to permit Lessee to lease and use the Premises for the purposes and in accord with the terms and conditions set forth in this lease.

NOW, THEREFORE, WITNESSETH, that for and in consideration of the mutual covenants and provisions herein contained, Lessor leases to Lessee and Lessee rents from Lessor, ground space on the Property for Lessee's equipment building and landscaping, and only as much space on the Water Tank as necessary to mount and install three (3) antennas of Lessor's choice, a building not to exceed one hundred ninety-two (192) square feet in size and not more than ten (10) feet in height and appurtenant transmission lines, together with non-exclusive easements

for ingress and egress and for cables and utilities, and other rights, all of which are more particularly described in this Lease and Exhibit A and/or B attached hereto and incorporated herein (the "Leased Premises").

NOW, THEREFORE, the parties agree as follows:

1. USE OF LEASED PREMISES:

Lessor leases to Lessee and Lessee leases from Lessor the Lease Premises, together with the right to use adjoining and adjacent portions of the Property as may be designated in writing by Lessor during the construction and installation of this Site upon the Leased Premises. Lessee shall be permitted to use the right of way reasonably agreed upon by Lessor and Lessee described on Exhibit A and B hereof for ingress and egress to and from the Site for the use and benefit of the Leased Premises, or such other right of way of similar dimensions as Lessor may designate during the term of this Lease. Lessee shall have the further right, at no cost or expense to Lessor, to construct, erect, install, operate and maintain underground communication cables from the Leased Premises, across and through that portion of the Property reasonably agreed upon by Lessor and Lessee described on Exhibit A and B to nearest available utility source. The foregoing shall be accomplished without interfering with the use or development of the Property by Lessor, and promptly upon completion of such construction, erection or installation Lessee shall at its own cost and expense, repair any damage to the property resulting from such construction, erection, or installation. Lessor specifically reserves the right to develop the property, including leasing space on the water tank and/or the property to others for any lawful purpose in any manner that does not cause interference to Lessee's use of the leased premises. Lessee agrees that Lessor may lease space on the corral constructed by Lessee, provided that such location is approved in writing by Lessee. The Lessee will only review the request to co-locate so as to confirm that any new communications equipment will not interfere with Lessee's operation. Such approval shall not be unreasonably withheld or delayed.

Lessor hereby grants Lessee a non-exclusive easement and right of way to construct, maintain, operate and repair underground communication and electric power lines and systems along, and/or under that portion of the Property designated on Exhibits A and B hereof and the right of way of Lessee designated on Exhibits A and B hereof during the term of this Lease for purposes of installation

and provision of telephone and electric service to the Site. Lessee agrees that no such utility or line shall be installed closer than 5 feet ^{within} to the existing chain link fence. Lessee further agrees to repair the surface of the ground disturbed by construction and to re-establish vegetative cover over the disturbed area.



Lessor hereby grants Lessee, its employees, contractors, agents and invitees a non-exclusive easement and right of way for ingress and egress by vehicular traffic over that portion of the Property designated on Exhibit A and B hereof or such other right of way of similar dimensions to the Leased Premises and the Site, as may be designated in writing, for the purpose of constructing, installing, maintaining, operating and repairing the Site. Should such right of way be taken or otherwise removed or made unusable, Lessor shall designate in writing another right of way and non-exclusive easement for Lessee's use at a location determined in Lessor's sole discretion.

2. TERM AND RENT:

This term of the lease shall be for 4 years 11 months at a monthly rental rate of One Thousand Six Hundred Sixty-six and 67/100 Dollars (\$1,666.67) per month payable in on the first day of each month, in advance. Rent shall be payable monthly commencing on the date (the "Commencement Date") which is (a) the first day following Lessee's receipt of the last of the necessary local, state and federal approvals, licenses and permits so as to permit construction and/or installation of equipment on and use of the Premises for all of the purposes permitted by this Agreement (such approvals, licenses and permits hereinafter collectively called the Approvals), or (b) the first day following Lessee's commencement of construction pursuant to this Agreement, or (c) 120 days after execution of the lease agreement, whichever comes first. Rent shall be paid to Lessor at Lessor's address on Page 12 hereof or to such other person, firm or place as the Lessor may from time to time so designate in writing at least thirty (30) days in advance of a rental payment date.

On the anniversary of each commencement date the basic monthly rental as hereinabove defined, shall be adjusted by an annual three percent (3.00%) escalation or the CPI increase for the previous twelve (12) months, whichever is greater. Lessor shall provide Lessee with CPI increase at least 90 days in advance of the anniversary of the commencement date. If Lessor fails to provide the CPI increase in a timely fashion as required, the annual rent shall increase by three

percent (3.00%).

Lessee's Tax Identification Number 23-2974309.

The term of this Lease shall be automatically extended for three (3) additional periods of four (4) years 11 months each; provided, however, that Lessee may terminate this Lease at any time after the expiration of the initial term by providing Lessor with written notice not less than ninety (90) days prior to the expiration of the then current term. All of the terms and conditions of the Lease shall apply to each of the renewal terms, except that the rent for each renewal term shall increase annually during each renewal term in accordance with provisions of this section and required equipment removal bond amount and required insurance amount may be increased to reflect inflation and market conditions.

3. REAL ESTATE TAXES, UTILITIES, MAINTENANCE:

Lessee shall be solely responsible for all costs and expenses relating to the connection, disconnection and consumption of any utilities in connection with Lessee's construction, installation, operation and maintenance of the Leased Premises including, without limitation, any consumption of electricity by its equipment and Lessee agrees to pay directly to the local utility company all costs for service and installation of an electric meter.

Lessor shall be responsible for the payment of any applicable taxes or assessments against the Property, exclusive of the Leased Premises. Lessee shall be responsible for the payment of any applicable taxes or assessments against the property owned by Lessor or allocable (on a pro rata basis) to the Leased Premises, including but not limited to any sales and property taxes. During the Lease Term, Lessee shall be responsible for the payment of all taxes levied upon the leasehold improvements (including Lessee's equipment building) on the Leased Premises. Lessee shall present certification of payment to Lessor within thirty (30) days after the due date thereof.

Lessee shall at all times during the term of this Lease, at its own expense maintain the Site/Leased Premises in proper operating condition and maintain same in satisfactory condition as to safety; and will repair any damage, unless damage thereto is caused by acts or omissions of Lessor in which case Lessor shall

reimburse Lessee for its costs and expenses incurred in effecting the repair. Lessee shall make alterations or modifications to the Leased Premises only with prior approval of Lessor. Upon termination of this Lease, Lessee agrees that its shall, within thirty (30) days and at its own expense, be responsible for the removal and dismantling of its antennas on Lessor's water tank, and any and all of Lessee's other equipment and improvements on the Property and Leased Premises, Lessee shall further be responsible for restoring as nearly as is reasonably possible the Leased Premises and any other portion of the Property which has been damaged, modified or altered by or on behalf of Lessee to their original condition at Lessee's sole cost and expense, reasonable wear and tear excepted. Lessee shall obtain and deliver to Lessor a Performance Bond in the amount of \$7,000.00 which shall provide reimbursement and compensation to the Lessor in the event the Lessee shall fail to perform the aforesaid removal, dismantling and restoration.

Lessor acknowledges that Lessee's transmitter and Site will be used in rendering a public utility service subject to the jurisdiction of the FCC and that Lessee's public utility service, its equipment building, transmitter and antennae may not be disconnected, terminated or interrupted in any manner without the approval of the FCC prior to any disconnection, termination or interruption. Lessor will not do any act or omit to do any act in violation of the terms of this Lease which would cause, directly or indirectly, any such disconnection, termination or interruption or the disconnection or termination of electrical service to Lessee's equipment building or equipment. However, Lessor may lease the property and/or Water Tank not leased by Lessee to other users for lawful purposes.

4. **ACCESS:**

Lessee shall have free access to the Leased Premises for the purpose of constructing, installing, operating, repairing and maintaining the Site, and, during the continuation of this Lease and any renewals thereof, ingress and egress is hereby granted to Lessee 24 hours a day, 365 days per year by the right of way specified on Exhibits A and B or as otherwise agreed to by Lessor and Lessee for such purposes. It is agreed, however, that only authorized engineers, employees, contractors, subcontractors, agents of Lessee, agents of Lessor, FCC Inspectors, or persons under their direct supervision will be permitted to enter the Leased Premises.

5. CONSTRUCTION BY LESSEE:

After obtaining the necessary permits and approvals therefor, Lessee at its sole cost and expense, shall construct and install the following improvements upon the Leased Premises:

Construction of a 192 square foot prefabricated equipment building to house Lessee's communications equipment. Said building may not exceed 10' in height. Construction of a four feet wide ten feet long sidewalk from the existing gate to the doorway of Lessee's equipment building, if needed.

Installation on Lessor's Water Tank of three (3) cellular antennas and transmission lines, which transmission lines shall be connected to the above referenced equipment building by means of a cable bridge. The exact mounting elevations on the water tank for Lessee's antennae shall be agreed upon by the parties in conjunction with their respective engineers as depicted on Exhibit B.

Construction of the Site shall be in accordance with the plans, drawings and specifications prepared and provided by Lessee attached hereto for Lessor's prior review and approval. Prior to Lessor's approval of plans, drawings and specifications, they shall be reviewed and approved by the Lessor's engineer. The cost of such review billed to Lessor shall be reimbursed by Lessee within 45 days of ^{receipt} ~~date~~ of invoice from Lessor.

Lessor's engineer shall inspect the tank before, during, and at completion of construction of Lessee's improvements. The cost of such review billed to Lessor's shall be reimbursed by Lessee within 45 days of ^{receipt} ~~date~~ of invoice from Lessor.

Prior to commencement of any welding, Lessor shall verify to Lessee that the water level is at a minimum two (2) feet below any weld point. Any damage to the tank caused by the Lessee or its contractors shall be repaired as required by Lessor's engineer. Cost of such repair shall be the sole responsibility of Lessee. Should such damage occur in the interior of the tank, the Lessee shall also be responsible for disinfection of the tank in accordance with Virginia Department of Health regulations. The cost of such disinfection, including lost water, shall be the sole responsibility of the Lessee.

All construction, installation, use and operation of the Site by Lessee shall comply with all applicable rules and regulations of the FCC, FAA, and regulations of any government agency (town, county, state or federal) including, but not limited to the applicable requirement of the local planning and zoning and building and electrical codes of Clarke County and Berryville, Virginia. Lessee has the responsibility of carrying out the terms of its FCC license with respect to supporting structures, lighting requirements and notification to FAA. Lessee at its sole cost and expense, shall secure all necessary permits and approvals required to permit the construction and operation of the Site. Lessor agrees to cooperate with Lessee in any applications or submissions required to permit construction and operation of Lessee's site as described herein provided that Lessor shall be reimbursed for all expenses incurred in providing such cooperation.

Lessee agrees that FAA required lighting may not be relocated without Lessor's approval. Lessee agrees that no such relocation will be approved that will preclude Lessor's staff from performing routine maintenance such as changing light bulbs from the safety of the tank interior.

If, after the commencement of this Lease, Lessee is unable to occupy the Leased Premises due to the action of the FCC or by reason of any law, physical calamity, governmental prohibition or other reasons beyond Lessee's control so that Lessee in its sole discretion will be unable to carry out the purposes of its installation on the subject premises, this Lease may be canceled by Lessee upon thirty (30) days' written notice.

Lessee agrees that its equipment building, equipment, transmission lines and appurtenances thereto, and the construction, installation, maintenance, operation and removal thereof, shall not damage Lessor's property or interfere with the use of the Property by Lessor. Lessee shall indemnify and hold the Lessor harmless for any and all damage caused by Lessee or unreasonable radio interference caused by Lessee's operations. Lessee shall cause a Cathodic protection inspection to be performed after completion of the installation of Lessee's equipment and thereafter an inspection shall be performed only after any major modification of the Leased Premises by Lessee. Inspector shall be pre-approved by Lessor. The results of such inspection shall be provided in writing by Lessee to Lessor within ten (10) days of such inspection. In the event such inspection reveals a problem then the Lessee shall take all action necessary to correct the problem within thirty (30) days at Lessee's sole cost and expense.

The Lessor and Lessee agree that the Lessor may need to maintain the tank during the term of the lease including, but not limited to, painting. The Lessee further agrees to pay the additional cost to Lessor of painting and maintaining such water tank with the antenna and equipment of Lessee present on such tank. The Lessor shall provide the Lessee with ninety (90) days advanced, written notice of any such maintenance and its projected cost.

6. VARIANCE, PERMITS AND SITE SPECIFICATIONS:

Lessee's ability to use the Leased Premises is contingent upon its obtaining, after execution of this Lease, all of the certificates, permits and other approvals that may be required by Federal, State or Local authorities which will permit Lessee's use of the Leased Premises as set forth above. Lessee agrees to use commercially reasonable efforts to obtain all of the necessary certificates, permits and approvals which shall be obtained at Lessee's sole cost and expense. Lessor will cooperate with Lessee at Lessee's sole cost and expense, in its effort to obtain such approvals and shall take no action which would adversely affect the status of the Leased Premises with respect to the proposed use thereof by Lessee. In the event any such applications should be finally rejected or any certificate, permit, license or approval issued to Lessee is canceled, expires or lapses, or is otherwise withdrawn or canceled, expires or lapses, or is otherwise withdrawn or terminated by governmental authority, due to no fault of, or negligent act or omission by the Lessee, so that Lessee will be unable to use the Leased Premises for the purposes set forth herein, Lessee shall have the right to terminate this Lease. Prior written notification to Lessor of Lessee's intent to exercise its right to terminate this Lease shall be by receipted delivery and shall be effective upon receipt of such notice by Lessor as evidenced by the return receipt. All rentals paid to said termination date shall be retained by Lessor. Upon such termination, this Lease shall be null and void and the Parties shall have no further obligations, including the payment of monies, to each other except as otherwise provided herein.

7. FEASIBILITY:

Prior to the Commencement Date of this Lease, Lessee shall have access to the Leased Premises, with Town of Berryville representatives, for the purposes of undertaking any necessary tests, studies, and inspections relating to Lessee's

proposed use of the Leased Premises and at such times as Lessor and Lessee mutually agree. In the event Lessee is unable to utilize the Leased Premises for the purpose stated herein, and terminates this Lease pursuant to Sections 6 and 7, Lessee agrees that it shall restore the Leased Premises and such other portions of the Property that have been damaged, modified or altered by or on behalf of Lessee to their original condition within thirty (30) days after Lessee's removal from the Property.

8. INTERFERENCE:

Lessee agrees to install equipment of a type and frequency which will not cause frequency interference with other forms of radio frequency communications existing on Lessor's Property as of the date of this Lease. In the event Lessee's equipment causes such interference, Lessee agrees it will take all steps necessary to correct and eliminate the interference consistent with appropriate government rules and regulations upon receipt of written notification of the interference. If the interference is not corrected within thirty (30) days of receipt of notification (or such time as may reasonably be required with exercise of due diligence provided such repairs are begun within said 30 days), Lessee agrees to cease the operation of the equipment causing such interference until the interference can be cured. In the event the interference cannot be cured, the equipment shall be removed by Lessee at Lessee's expense. It is further agreed that Lessor will not allow any party to install any communications equipment on Lessor's Property without the prior written consent of Lessee. Such approval shall not be unreasonably withheld or delayed. In the event any equipment installed on Lessor's Property after the date hereof by a Lessee shall interfere with Lessee's transmission or reception, Lessor shall cooperate with Lessee (at Lessee's expense) in Lessee's attempts to cause such interference to be eliminated (including, without limitation, Lessee's attempts to enjoin the interference). If such interference is not eliminated within a reasonable time period, Lessee shall have the right, in addition to any other remedies it may have at law or in equity, to terminate this Lease upon ninety (90) days prior written notice to Lessor, and any prepaid rentals shall be reimbursed, without interest, to Lessee.

During the term of this Lease, engineering, legal or other concerns may make it necessary for the relocation and/or reorientation of LESSEE 's antennas on the premises. Upon LESSEE s request, LESSOR will work with LESSEE or reasonably

accomplish such relocation and/or orientation. LESSEE shall reimburse LESSOR's reasonable expenses directly related to such relocation and/or reorientation. Should LESSOR (i) be unwilling or unable to allow or (ii) materially hamper such relocation and/or reorientation, LESSEE shall have the right to terminate this Lease upon thirty (30) days notice to LESSOR.

9. DEFAULT:

If the rent or any installment thereof shall remain unpaid more than ten (10) days after receipt by Lessee of notice that such money was not received when it was due, or if Lessee or its assigns shall fail or neglect to keep and perform each and every one of the terms of this Lease Agreement and such failure or neglect continues for more than thirty (30) days (or such longer period as may reasonably be required to correct the default with exercise of due diligence), after written notice from Lessor specifying the default, then at the option of Lessor, Lessee's right of possession shall thereupon end and Lessor may pursue any legal remedies available to Lessor. If Lessor files an action to enforce any agreement contained in this Lease, or for breach of any covenant or condition and Lessor prevails in such action, Lessee shall pay all of Lessor's attorney's fees for the services of Lessor's attorney in such collection and court costs, and any and all fees to be fixed by the court.

If Lessor shall fail or neglect to keep and perform each and every one of the covenants, conditions and agreements contained herein, and such failure or neglect is not remedied within thirty (30) days (or such period as may reasonably be required to correct the default with exercise of due diligence), after written notice from Lessee specifying the default, then Lessee may pursue any legal remedies available to Lessee. If Lessee files an action to enforce any agreement contained in this Lease, or for breach of any covenant or condition and Lessee prevails in such action, Lessor shall pay Lessee's reasonable attorney's fees for the services of Lessee's attorney in the action and court costs, all fees to be fixed by the court. No default as hereinabove provided shall be deemed complete unless at the time Lessor or Lessee fails to take any action based upon such alleged default, the same shall remain uncured. The fact that Lessee may cease using its communications equipment at the Leased Premises for a period of time shall not constitute a default of this Lease nor operate as an abandonment of the Leased Premises.

10. INSURANCE:

Lessee shall at all times during the term hereof and at Lessee's sole cost and Expense maintain in effect Workmen s Compensation Insurance and Personal Injury and Property Damage Liability Insurance, to protect against liability for injury or death of any person in connection with the use, operation and condition of the Leased Premises, in an amount not less than One Million Dollars (\$1,000,000) of combined single limit Personal Injury and Property Damage coverage. Such policy shall cover the entire Leased Premises and name Lessor as an additional insured.

11. ENVIRONMENTAL:

Lessor is not aware and has no knowledge of any asbestos or other hazardous substance being on any part of the Water Tank or Property where it expects Lessee, its employees, agents or contractors will be while performing under this Lease.

Lessee agrees, prior to construction, to provide Lessor with information pertaining to any health hazards posed by the operation of Lessee's equipment. Lessor's staff and contractors shall be able to repair and perform maintenance on Water Tank and appurtenances in conditions meeting all workplace safety requirements promulgated by federal and state agencies.

12. INDEMNIFICATION:

Lessee shall indemnify and hold Lessor harmless against any claim of liability or loss from personal injury or property damage, which may arise out of Lessee s negligence or willful misconduct in connection with the Leased Premises, excepting, however, such claims or damages as may be attributable in whole or in part to the acts or omissions of the Lessor, or its agents, servants or contractors.

13. NOTICES:

All notices, payments, demands and requests hereunder shall be in writing and shall be deemed to have been properly given when mailed by United States First Class, Registered or Certified Mail, postage prepaid (or another delivery method providing verification of delivery) and addressed to the intended party as follows:

Lessor: Town Manager
Town of Berryville
23 E. Main Street
Berryville, Virginia 22611

Lessee: Triton PCS Property Company, L.L.C.
4880 Sadler Avenue, Suite 300
Glen Allen, Virginia 23060

or such other addresses as either or the parties may designate from time to time by giving written notice as herein required.

14. ASSIGNMENTS OR SUBLETING:

This lease may not be sublet, sold, assigned, or transferred at any time without the prior written approval of Lessor, which approval shall not be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, Lessee may assign or sublet this Lease without the approval of Lessor (i) to any affiliate of Lessee or (ii) in connection with the sale of all or substantially all of the assets or equity interests of Lessee. However, the Lessee shall remain primarily liable under the terms of this Lease.

15. INSPECTIONS:

Lessee shall allow Lessor or its agent, for the purpose of inspecting the Leased Premises, to enter the Leased Premises or any part thereof at any reasonable time and in a manner so as not to interfere with Lessee's use of the Site. Any such inspection shall only be made while Lessor or its agent is accompanied by representative of Lessee.

16. QUIET ENJOYMENT:

Lessee shall be entitled to use and occupy the Leased Premises during the term hereof for the purposes herein permitted and subject to the terms and conditions herein contained, without molestation or interference by Lessor, or any claiming thereunder.

17. CONDEMNATION:

If all or any part of the Leased Premises, or if all or any part of the Parcel or access right of way to the Leased Premises is taken by eminent domain or other action by jurisdictions having the legal right to take said land, and if said taking in the sole opinion of Lessee renders the Leased Premises unusable for its intended purposes hereunder the, at Lessee's option, this Lease may be declared null and void and of no further force and effect and there will be no further payment of rents except that which may have been due and payable at the time of said taking. In the event of a partial taking and Lessee, in its sole discretion, wishes to maintain its operation, Lessor shall reduce the rental on the Leased Premises by an amount proportionate to the part of the Leased Premises taken by eminent domain or other such legal action.

18. SALE, MORTGAGE, OWNERSHIP OR PARCEL:

Lessor covenants that Lessor is seized of good and sufficient title and interest to the property and has full authority to enter into and execute this Lease. If Lessor is not the owner of the real property forming part of the Leased Premises, Lessor shall supply Lessee the name of such owner and evidence of Lessor's authority from such owner to enter into this Lease.

At Lessor's option, this Lease shall be subordinate to any deed of trust by Lessor which from time to time may encumber all or part of the Leased Premises or right of way thereto; provided, however, every such deed of trust shall recognize the validity of this Lease in the event of a foreclosure of Lessor's interest and also Lessee's right to remain in occupancy of and have access to the Leased Premises as long as Lessee is not in default of this Lease. Lessee shall execute whatever instruments may reasonable be required to evidence this subordinate clause. In the event the Site is encumbered by a deed of trust, Lessor, immediately after this option is exercised, will obtain and furnish to Lessee, a non-disturbance instrument for each such deed of trust in recordable form.

Any sale or transfer (including assignment or transfer by law) by Lessor of all or part of the Leased Premises to a third party other than Lessee shall be under and subject to this Lease and Lessee's fights hereunder.

19. GOVERNING LAW:

This Lease and the performance thereof shall be governed, interpreted, construed and regulated by the laws of the State of Virginia.

20. MISCELLANEOUS:

This Lease Agreement, consisting of fourteen (14) pages, plus Exhibits A and B contains the entire agreement between the parties and may not be amended, altered or otherwise changed except by a subsequent writing signed by the parties to this Lease. The invalidation of any one of the terms or provisions of this Lease by judgement or court order shall in no way affect any of the other terms of this Lease which shall remain in full force and effect. Lessor and Lessee agree to execute any additional documents necessary to further implement the purpose and intent of this Lease.

IN WITNESS WHEREOF, the parties hereto have set their hand the _____ day of _____, 2001.

LESSOR:

TOWN OF BERRYVILLE

By: 

Name: KEITH DALTON

Title: TOWN MANAGER

LESSEE:

TRITON PCS PROPERTY COMPANY L.L.C.
By: TRITON MANAGEMENT COMPANY, INC.
Its manager

By: 

Name: _____

Title: _____

EXHIBIT A

Page 2 of 2

Access Easement

A non-exclusive access easement is granted to the Lessee to access the Lessors Property. Said easement is granted along Tom Whitacre Circle and from Tom Whitacre Circle across all-weather surface (stone or paved) to the gate on the south side of the 60'x80' fenced area, as represented on Page 1 of Exhibit "A".

Utility Easement

A fifteen (15) foot wide non-exclusive utility easement is granted to the Lessee to construct, maintain, operate and repair underground communication and electrical power lines and systems along the southern, western, and northern property boundaries, as represented on Page 1 of Exhibit "A". Said easement width shall be measured from the property line. No such utility or line shall be installed closer than 5 feet to the existing chain link fence.

Attachment 3

BERRYVILLE TOWN COUNCIL
MOTION TO APPROVE CONSENT AGENDA

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the consent agenda.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Regular Meeting
February 12, 2019
7:30 p.m.

Town Council: Present-Patricia Dickinson, Mayor; Harry Lee Arnold, Jr., Recorder; Donna Marie McDonald; Diane Harrison; Erecka Gibson; Kara Rodriguez

Staff: Keith Dalton, Town Manager; Christy Dunkle, Planner/Assistant Town Manager; Neal White, Chief of Police; Lisa Larrick, Town Clerk

Press: Mickey Powell, The Winchester Star

1. Call to Order
Mayor Dickinson called the meeting to order at 7:30 p.m.
2. Pledge of Allegiance
3. Approval of Agenda
On motion of Recorder Arnold, seconded by Council member Harrison, the amended agenda to include Resolutions and closed session was approved.

The roll call vote was as follows:

McDonald - Aye
Harrison - Aye
Gibson - Aye
Rodriguez - Aye
Arnold - Aye
Dickinson - Aye
Absent - none

4. Public Hearing
No public hearing.
5. Citizens' Forum
Mayor Dickinson recognized Diana Kincannon of the Barns of Rose Hill ("Barns"). Ms. Kincannon stated that the Barns was requesting funding approval by the Council for the Creative Communities Partnership Grant. Ms. Kincannon advised Council that the Barns has drawn more than 7,000 people to Berryville that dine and shop in the Town, is selling out shows as well as having the visitors center which promotes economic development for the Town at an expense to the Barns. Ms. Kincannon advised that the Barns' mission is to enrich lives through arts, education and community.

Mayor Dickinson recognized Mr. Nathan Stalvey, President of Berryville Main Street (“BMS”). Mr. Stalvey advised Council that in the first few months of 2019 the Board of BMS has accomplished the following: (i) been given funding by IDA for a feasibility study for a hotel downtown; (ii) held a tax credit seminar for local businesses; (iii) completed its 2019 calendar of events; (iv) drafted a strategic plan for the Fire House Gallery; (v) drafted a plan for strengthening the Berryville brand; and (vi) hired a new director who will oversee the day to day operations. Mr. Stalvey stated that the BMS was committed to the Town through the following: (i) yard sales; (ii) music in the park; (iii) cruise-in; (iv) Christmas tree lighting; (v) decorated parking meter contest; (v) and supporting the annual Christmas parade. He stated BMS will be bringing back the budding artists program for children’s art work ages 5-12 at the gallery. Mr. Stalvey stated that the Board of BMS is kindly requesting that the Council award it the Virginia Commission for the Arts Creative Communities Partnership Grant which will help BMS achieve its mission and goals.

Mayor Dickinson recognized Sophia Smyser. Ms. Smyser introduced herself to Council as the new Director for BMS. She stated she was excited to be here, meeting everyone in town and working with the merchants.

Mayor Dickinson recognized Kim Ragland Owner of Boyd Nests and Treasurer of BMS. Ms. Ragland advised Council that BMS helped her business get the word out, with tremendous success, on the need to feed underprivileged children during school breaks and the summer. Ms. Ragland noted this was another way that BMS helped the community.

6. Consent Agenda

The Consent Agenda was approved, on motion of Council member McDonald, seconded by Council member Harrison. The items approved on the Consent Agenda were:

Minutes of Regular Meeting – 01/08/19

Minutes of Budget and Finance Committee Meeting – 01/24/19

Minutes of Community Development Committee – 01/28/19

Minutes of Personnel, Appointments, and Policy Committee Meeting – 01/22/19

Minutes of Public Safety Committee Meeting – 01/23/19

Minutes of Streets and Utilities Committee Meeting – 01/22/19

The roll call vote was as follows:

McDonald - Aye

Harrison – Aye

Gibson – Aye

Rodriguez – Aye

Arnold – Aye

Dickinson – Aye

Absent – none

7. Presentations:

Tree Board

Mayor Dickinson recognized Sharon Strickland and William Bigelow of the Tree Board. Ms. Strickland introduced herself and Mr. Bigelow as Chair and Vice Chair respectively. Ms. Strickland gave an overview of what the Tree Board has been doing. Ms. Strickland advised Council that she and Mr. Bigelow were there to request \$150.00 for FY2020 for the following:

- make application to the Arbor Foundation to proclaimed Berryville a Tree City, USA; and
- have a table at the farmer's market.

Mr. Bigelow said that he was pleased and honored to be involved with the Tree Board and its endeavors to become a Tree City, USA.

8. Report of Patricia Dickinson, Mayor

Curbside Recyclables Collection

Mr. Dalton advised Council that the Town is not the only locality dealing with this issue as the recycling market has collapsed and supply is far out pacing demand. Mr. Dalton said that one area to work with the contractor on is glass as much of it is not being recycled and it is approximately 75% of recycling weight. Mr. Dalton advised Council that the annual cost for recycling with tipping fees of \$97.52 per ton would be \$21,552.00 with the inclusion of glass. He further advised that if glass was removed from recycling the cost would be approximately \$5,375.00 annually and that if glass was included in general trash pickup, trash fees would increase by \$3,317.00 annually.

Recorder Arnold asked if the Town should go ahead and eliminate the plastics #3-#7 as he felt it made sense to notify residents only one time. Council member McDonald stated she agreed that plastics #3-#7 should be eliminated as well. Council member Rodriguez stated she felt there would be confusion and residents would need some education on which plastics were not being taken and felt it was better to do at renewal time.

Mr. Dalton stated that he had spoken to the contractor about what the Town wants from them regarding the rates and changes in its last renewal year with the contractor and that it should include costs for a no recycling program option.

Council member Gibson asked what the expectation was in negotiating with the contractor. Mr. Dalton stated the contractor would likely be looking at recovering the entire recycling tipping fee, currently \$97.52 per ton, from the Town.

Mayor Dickinson asked if plastics #3-#7 got recycled now. Mr. Dalton stated he wasn't sure as he had heard different things in that regard. Mayor Dickinson said she was not in favor of eliminating plastics #3-#7 until the Town had more information. Council member Harrison stated she felt she needed more information before eliminating plastics #3-#7.

Council Member Harrison moved that the Council of the Town of Berryville eliminate glass from its curbside recycling program effective March 2, 2019. She further moved that the Town Manager is hereby directed to provide notice of this change to Town residents, including information on how these materials are to be disposed of and what materials are collected as a part of the recycling program.

Council member Rodriguez seconded the motion.

The roll call vote was as follows:

**McDonald - Nay
Harrison – Aye
Gibson – Aye
Rodriguez – Aye
Arnold – Aye
Dickinson – Aye
Absent – none**

9. Report of Harry Lee Arnold, Jr., Recorder

Recorder Arnold commended Debbie Boggs on her retirement, dedication and years of service to the Town and its residents. Recorder Arnold noted Ms. Boggs' dedication by recalling when she noticed an unpaid bill and tracked down Town the residents (who had always paid in the past) over a long holiday weekend to make sure they were okay.

Recorder Arnold moved that the Council of the Town Berryville adopt the attached Resolution for Debbie Boggs.

Council member Gibson seconded the motion.

The roll call vote was as follows:

**McDonald - Aye
Harrison – Aye
Gibson – Aye
Rodriguez – Aye
Arnold – Aye
Dickinson – Aye
Absent – none**

Recorder Arnold recognized Town residents Richard B. Byrne and Dorothy Hough Collis on their 100th birthdays.

Recorder Arnold moved that the Council of the Town of Berryville adopt the attached Resolutions for Richard B. Byrne and Dorothy Hough Collis 100th birthdays.

Council member Gibson seconded the motion.

The roll call vote was as follows:

McDonald - Aye
Harrison – Aye
Gibson – Aye
Rodriguez – Aye
Arnold – Aye
Dickinson – Aye
Absent – none

10. Report of Christy Dunkle, Assistant Town Manager/Planner
Ms. Dunkle stated that the Community Development Committee was requesting Council authorize Staff to submit application for the Virginia Commission for the Arts Creative Communities Grant identifying Berryville Main Street as the recipient with matching funds appropriated by the Town. She noted that the Town has been awarded this grant for the past seven years with Berryville Main Street as the recipient.

Recorder Arnold stated it was important to note that these grants can only be received if endorsed by a locality and he supports Berryville Main Street being the recipient. He commended Ms. Dunkle on her ability to obtain the grant for the past seven years.

Council member Rodriguez clarified with Council that the Committee was not concluding one organization was better than the other but was recommending Berryville Main Street because Clarke County was submitting an application for this grant with the Barns of Rose Hill being the recipient.

Mayor Dickinson asked if the grant application and funds was per locality or per organization. Ms. Dunkle stated that it was a maximum of \$4,500.00 per locality.

Council Member Gibson moved that the Council of the Town of Berryville authorize the Town Manager to sign and submit the application for the Virginia Commission for the Arts' Creative Communities Partnership Grant identifying Berryville Main Street as the recipient. Matching grant funds shall be appropriated from the Town's annual contribution to Berryville Main Street.

Council Member Rodriguez seconded the motion.

The roll call vote was as follows:

McDonald - Aye
Harrison – Aye
Gibson – Aye
Rodriguez – Aye
Arnold – Aye
Dickinson – Aye
Absent – none

Ms. Dunkle advised Council that the Smartscale applications submitted for East Main Street were not funded. Ms. Dunkle noted the Commonwealth Transportation Board will announce in June which projects received the funding.

Ms. Dunkle advised Council there are funding cycles open (i.e. Transportation Alternative funding and Revenue Sharing grants) for transportation projects that Staff will keep Council informed about.

Ms. Dunkle advised Council regarding the Traffic Calming Study for South Buckmarsh Street/US 340 the Town did not qualify for the calming measures as the speeds were less than VDOT's 85th percentile requirement.

11. Report of Keith Dalton, Town Manager

Public Works Building Upgrade

Mr. Dalton advised Council that the low bid for the improvement and expansion of the Public Works facility came in at \$144,814.00. He stated if the project was to proceed Council would have to authorize the expenditure of funds over budget in the amount of \$152,054.00 (lowest bid plus 5% contingency) with \$41,000.00 coming from the general fund contingency.

Mr. Dalton said that the estimate was prepared by the architect and engineer and the he provided for a \$12,000.00 contingency because all the Town had was a pre-bid estimate. Mr. Dalton said that Staff felt this was a fairly basic project and was surprised that the bids came in so high. Mr. Dalton stated he felt like Staff had a good estimate and noted the Town has \$22,000.00 in design costs invested. Mr. Dalton said the danger in delaying rebidding is that plans may have to be modified and more costs incurred. Mr. Dalton advised that Staff has worked very hard to improve conditions throughout the organization with Public Works being the last to get basic improvements for employees who are held over for emergencies and need someplace to rest and cleanup. Mr. Dalton noted that if Council authorized the use the \$41,000.00 from general fund contingencies that would leave \$50,000.00 for FY2019.

Council member Rodriguez advised that she will not be supporting the project with taking that much out of contingency and her preference would be to revisit during budget discussions.

Mayor Dickinson stated she agreed with Council member Rodriguez, saw no reason to rush into this project, and wants to see more information on plans and scope during budget.

Recorder Arnold stated he supports this project as it is long awaited and much needed for improvement of employee conditions and safety. Recorder Arnold advised that when buildings were built other departments got the needed facilities and it is now time Public Works gets its facilities. Recorder Arnold stated he does not like another \$41,000.00 either but costs are going up. He noted there was already \$22,000.00 invested in the project.

Council member McDonald said she supports the project stating that employees need a safe place to stay when they are working long hours on sewer issues or plowing for the Town.

Council member Harrison noted her concern is the contingency fee but doesn't want to lose the \$22,000.00 investment and prices will go up. Council member Harrison noted there is low unemployment. She said having a facility that doesn't work for the employees sends the wrong message and she does not want to lose employees because Council is not providing the much-needed facilities.

Council member Gibson asked if the costs could be more for the project if Council awards this bid. Mr. Dalton advised that there is always the chance of change orders and there can be surprises. He noted, however, he does not think there will be a lot of surprises as the plans look good and there is 5% contingency.

Council member Gibson said she supports awarding the contract and feels that it is important enough to use the contingency funds.

Mr. Dalton noted that the order of the improvements/renovations to the bays completed previously were done to make sure things went as smoothly as possible for this step.

Mayor Dickinson asked if Council would receive the rate study next month. Mr. Dalton advised that he spoke with Ron Mislowsky today who advised they were behind schedule but he believes they can catch up. Mayor Dickinson stated her concern is there may be some unpleasant surprises in the report that could change the Council's priorities.

Recorder Arnold and Council member McDonald noted that they did not see the relevance between the building project and rate study and Council must move forward.

Council Member McDonald moved that the Council of the Town of Berryville award the contract for the renovation of the James E. O'Brien Public Works Building (IFB-001-2019) to Pine Knoll Construction of Clear Brook, Virginia in the amount of \$144,814.00.

Council Member McDonald further moved that the Town Manager is authorized to execute any and all documents related to the project as needed.

Council Member McDonald further moved that up to \$41,000.00 in the General Fund Contingency Funds may be expended to complete this project.

Recorder Arnold seconded the motion.

The roll call vote was as follows:

McDonald - Aye

Harrison - Aye

Gibson – Aye
Rodriguez – Nay
Arnold – Aye
Dickinson – Nay
Absent – none

12. Report of Erecka Gibson - Chair, Budget and Finance Committee
Council member Gibson advised Council the next Budget and Finance Committee (work session) meeting is Thursday, February 28, 2019 at 10:30 a.m. and the Council Budget Work session meeting is Tuesday March 12, 2019 at 10:30 a.m. Council member Gibson stated the revisions to the Procurement Policy had been made and were being brought back to be approved by Council. Council member Gibson noted that upon approval the Procurement Policy would be uploaded to the Town's website.

Mayor Dickinson noted that she does not support the Procurement Policy as it allows Staff to spend up to \$10,000.00 for non-professional services and up to \$25,000.00 for transportation-related construction, respectively without obtaining competitive bids and the limits are out line.

Council Member Gibson moved that the Council of the Town of Berryville approve the attached amended Procurement Policy.

Council Member Rodriguez seconded the motion.

The roll call vote was as follows:

McDonald - Aye
Harrison – Aye
Gibson – Aye
Rodriguez – Aye
Arnold – Aye
Dickinson – Nay
Absent – none

13. Report of Kara Rodriguez - Chair, Community Development Committee
Council member Rodriguez advised that the Committee met last month and had a very good presentation for the website design. Council member Rodriguez said it would cost between \$5,000.00 and \$6,000.00 for a full website redesign and wants to revisit the matter during the budget discussion. Council member Rodriguez made note of business closings and openings in Town. Council member Rodriguez noted the Committee will not be meeting in February and the next meeting is Monday, March 25, 2019 at the new meeting time of 2:00 p.m.
14. Report of Donna McDonald – Chair Public Safety Committee
Council member McDonald advised Council she was not at the meeting in January and thanked Council member Harrison for chairing the meeting in her absence.

Chief White said he had nothing to add to his report. He advised that the next Committee meeting is Wednesday, February 27, 2019 at the new meeting time of 2:00 p.m.

Council member McDonald asked Mayor Dickinson for clarification on her concern of lack of diversity. Mayor Dickinson said that the annual report included a staff photo that was all white men. Mayor Dickinson said it was not something easily addressed but needed to be brought to attention. Council member McDonald said that she was put off by that statement and feels that anyone who submits an application to the Town is treated fairly.

Council member Harrison said that Chief White's report was put on the website and social media and has received positive responses.

15. Report of Diane Harrison – Chair, Streets and Utilities Committee
Council member Harrison advised Council the Committee had discussed the Taylor Street complaint and stormwater. Council member Harrison gave an overview to Council of that discussion and recommended that no action be taken.

Council Member Harrison moved that the Council of the Town of Berryville take no action on the Taylor Street paving complaint.

Council Member McDonald seconded the motion.

The roll call vote was as follows:

McDonald - Aye

Harrison – Aye

Gibson – Aye

Rodriguez – Aye

Arnold – abstain

Dickinson – Aye

Absent – none

Stormwater Management

Mr. Dalton advised that the Committee had discussed the findings from the public input sessions and survey information. Mr. Dalton said that the Committee wanted to recommend Council take action on the following three areas:

- Jackson Drive SWMA - determine whether outfall can be modified and if work was beneficial and feasible then costs would be developed for design and construction due to the concerns in the Dorsey Street/Treadwell Street area;
- Town Run east of railroad – provide a preliminary engineering report and budget for improvement to the channel;
- Ashby/Archer Court drainage area - provide preliminary engineering report and budget for improvements downstream of the storm water releases from Archer and Ashby Courts.

Mr. Dalton advised Council that these funds were not in the budget and the Committee recommends money be removed from the stormwater reserve, which currently contains \$450,093.93, for FY2019. He noted that this transfer will require a budget amendment.

Mr. Dalton stated that if Council approves the amendment then Staff would work to complete the Jackson Pond aspect of things during the current FY. He said that he would expect the Ashby/Archer drainage area study to extend into FY2020. Lastly, he stated that the Town Run study would have to be completed in FY2020.

Recorder Arnold asked if the \$18,750.00 was for basic engineering and Mr. Dalton confirmed it was for a Preliminary Engineering Report (PER) to help Council set a budget. Mr. Dalton noted that the added funding would only address that which would be paid for in this FY.

Council member Gibson asked where these funds were being taken from. Mr. Dalton stated that \$75,000.00 of the fund was received from Clarke County and is earmarked for work on Town Run east of railroad but the remainder of these funds was reserved from general fund revenues over many years.

Recorder Arnold stated it was always the intent of previous Council to set aside funds for stormwater. Mr. Dalton noted it is important the Town Run be kept a very high priority.

Recorder Arnold stated he supported the Town Run project but was concerned the funds were not enough and more funds should be requested. Mr. Dalton stated that he was happy if given some leeway on funds.

Mayor Dickinson asked if the studies would resolve the Academy Street and Treadwell Street issues. Council and Staff discussed the problems in the Academy/Treadwell/Dorsey area, what Staff has done to this point; fixes that could be made; costs; if an engineering study was needed; and what should be included in a PER.

Council and Staff further discussed the Town's other stormwater issues; the changes that have happened over the last several years; how the system is working; what fixes could be done; how those fixes would affect other areas; and the costs.

Mayor Dickinson stated she felt the engineering fee should be increased and the scope of the study expanded. Council and Staff discussed expanding the scope of Jackson Pond area and funding increase. Council agreed to increase the funding request to \$35,000.00 and Staff would expand the Jackson Pond scope.

Council member McDonald asked for the clarification on what information the engineering report will provide. Mr. Dalton stated it will give the Town a preliminary report on issues/problems; possible fixes; regulations; and cost estimates.

Council Member Harrison moved that the Council of the Town of Berryville set a public hearing for its March 12, 2019 meeting to hear public comment on a

proposed amendment to the Town's FY2019 budget by transferring \$35,000.00 Storm Water Reserves to a new capital improvement project line item.

Council Member Rodriguez seconded the motion.

The roll call vote was as follows:

**McDonald - Aye
Harrison - Aye
Gibson - Aye
Rodriguez - Aye
Arnold - Aye
Dickinson - Aye
Absent - none**

Council member Harrison advised the next Committee meeting is February 26, 2018 at 10:30 a.m.

16. Report of Harry Lee Arnold, Jr. – Chair, Personnel, Appointment and Policy Committee
Social Media – Policy/Archiving

Recorder Arnold advised Council that the Committee discussed developing a social media policy, archiving for appointed and elected officials' social media accounts and the estimated costs of \$250.00 per month. Council member Rodriguez commended the Committee for their work on the social media policy. Mr. Dalton stated he is looking at two companies for archiving, one being Archive Social which the County uses for up to ten sites and the other who is used by the Town's IT firm. Council and Staff discussed social media, language and adopting a policy.

Mayor Dickinson noted her concerns with language in the policy under the External Policy section. Mr. Dalton acknowledged the Mayor's concerns and Town's attorney can take a look at the language in question. Council was in agreement.

Recorder Arnold moved that the Council of the Town of Berryville:

- 1) authorize the Town Manager to choose an archiving service and contract for those services and to pay for said services from General Fund Contingency funds;**
- 2) authorized the Town Manager to work with Clarke County to develop an agreement to work cooperatively on social media; and**
- 3) adopt the Social Media Policy.**

Council Member Harrison seconded the motion.

The roll call vote was as follows:

**McDonald - Aye
Harrison - Aye
Gibson - Aye
Rodriguez - Aye
Arnold - Aye**

Dickinson – Nay
Absent – none

Town Council Policies

Recorder Arnold advised Council that the Committee discussed making the current policies uniform and a draft voting policy. Recorder Arnold said he developed the voting policy as he feels the roll call vote takes a lot of time.

Recorder Arnold moved that the Council of the Town of Berryville adopt the Voting Policy.

Council Member McDonald seconded the motion.

Council member Gibson stated her concern was if the policy is adopted there is still language that allows for a roll call vote and feels the Mayor Dickinson will still ask for a roll call vote.

Mayor Dickinson said the challenge for her is that speaking and listening was difficult. Mayor Dickinson said she feels any motion that is not routine is a roll call vote. She said she doesn't support this voting policy but is open to discussion.

Council member Harrison said she felt the routine motions should be voice vote and noncritical motions should be roll call vote.

Recorder Arnold stated he was agreeable to taking it back to the Committee.

Council member Harrison moved to withdraw the motion on the table to adopt the Voting Policy. Council member Rodriguez second the motion.

The roll call vote was as follows:

McDonald – abstain

Harrison – Aye

Gibson – Aye

Rodriguez – Aye

Arnold – Nay

Dickinson – Aye

Absent – none

Recorder Arnold advised Council that the next Committee meeting is February 26, 2019 at 9:00 a.m.

17. Closed Session
At 10:10 p.m. Council member McDonald moved that the Council of the Town of Berryville enter a closed session in accordance with §2.2-3711-A-3, Code of Virginia, for discussion or consideration of the disposition of publicly held real property and

in accordance with §2.2-3711-A-1, Code of Virginia, for a discussion regarding resignation of a specific employee and filling the position.

Council member Rodriguez seconded the motion.

The roll call vote was as follows:

McDonald - Aye
Harrison - Aye
Gibson - Aye
Rodriguez - Aye
Arnold - Aye
Dickinson - Aye
Absent - none

Reconvene

At 11:32 p.m., the members of the Town Council being assembled within the designated meeting place in the presence of members of the public and the media desiring to attend, the meeting was reconvened.

Recorder Arnold 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.

Council member Rodriguez seconded the motion.

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.

Harry Lee Arnold, Jr., Recorder

The roll call vote was as follows:

McDonald - Aye

Harrison – Aye
Gibson - Aye
Rodriguez - Aye
Recorder Arnold - Aye
Mayor Dickinson – Aye
Absent: none

18. Other
None

19. Adjourn

There being no other business, upon motion of Council Member Harrison, seconded by Council Member Gibson, the meeting was adjourned at 11:38 p.m.

Harry Lee Arnold, Jr., Recorder

Lisa Larrick, Town Clerk

BERRYVILLE TOWN COUNCIL BUDGET AND FINANCE COMMITTEE
Berryville-Clarke County Government Center
MINUTES
February 28, 2019

A meeting of the Berryville Town Council Budget and Finance Committee was held on Thursday, February 28, 2019 at 10:30am in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance: Members of the Committee present: Erecka Gibson, Chair; Pat Dickinson; Kara Rodriguez

Staff present: Keith Dalton, Town Manager; Desiree Moreland, Treasurer/Assistant Town Manager

Press present: None

Chair Gibson called the meeting to order at 10:30am.

Approval of Agenda

Ms. Dickinson made the motion to approve the agenda as presented, seconded by Ms. Rodriguez, the motion was approved by consensus.

Work Session – FY 2020 Budget

Chair Gibson asked Ms. Moreland to provide an overview of the draft budget. Ms. Moreland reviewed budget highlights.

Mr. Dalton reviewed his memorandum in which he enumerated Town Council budget goals; items removed to balance the budget; department CIP requests not included in the draft budget, and reserves utilized in the draft budget.

The Committee discussed revenues from meals tax as well as real estate and personal property taxes.

The Committee discussed contributions to Clarke County. The Committee determined that it wished to eliminate the proposed \$5,000 contribution to Clarke County for Parks and Recreation.

Closed Session

There was no closed session.

Other

There were no further discussions.

Adjourn

Ms. Dickinson moved, seconded by Ms. Rodriguez, to adjourn the meeting at 11:45am.

BERRYVILLE TOWN COUNCIL PERSONNEL COMMITTEE
Berryville-Clarke County Government Center
MINUTES
February 26, 2019

A meeting of the Berryville Town Council Personnel Committee was held on Tuesday, February 26, 2019 at 9:00 a.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance: Members of the Committee present: Jay Arnold, Chair; Erecka Gibson; Patricia Dickinson

Staff present: Keith Dalton, Town Manager; Christy Dunkle, Planner/Assistant Town Manager; Lisa Larrick, Town Clerk

Chair Arnold called the meeting to order at 9:00 a.m.

Approval of Agenda

Ms. Gibson made the motion to approve the agenda, seconded by Ms. Dickinson, the agenda was approved.

Update – Social Media Policy

Mr. Dalton advised the Committee they had a revised Social Media Policy which Mr. Mitchell will be reviewing prior to sending to Council. The Committee was in agreement with Staff proceeding.

Discussion – Job Description – Assistant Town Manager for Admin./Treasurer

Mr. Dalton advised the Committee that they had a new version of the Job Description for discussion.

Chairman Arnold asked if there were any questions/discussion from the Committee. The Committee and Staff discussed the following regarding the Job Description:

- the phrase “acts as staff advisor to the Town Council;”
- Treasurer duties regarding purchase orders;
- Treasurer duties regarding human resources functions;
- Education and experience level desired for position and removal of language minimum 10 years of related experience in lieu of Bachelor’s degree;
- Adding parameters for asset/cash management duties; and
- Treasurer as a fiduciary agent.

Mr. Dalton stated he would like to submit the revised job description to Council at the March 12, 2019 Council meeting. The Committee was in agreement.

The Committee and Staff discussed the following regarding the job add:

- Educational qualifications requested therein versus the qualifications in the job description;

- Salary range and attracting qualified applicants;
- Experience of the applicants; and
- Expectations of the position.

Discussion – Board Appointments/Vacancies

Ms. Dunkle said that three residents wished to be reappointed to their respective boards. Ms. Dunkle advised the Committee that Lillian Ledford had submitted a Talent Bank form to be on the Tree Board and said she would be great addition.

Ms. Gibson moved that the Committee recommend Matt Bass be re-appointed to the BADA for a three-year term ending June 30, 2022; Sharon Strickland be re-appointed to the Tree Board for a four-year term ending March 30, 2023; Satkuna Mathur be re-appointed to the Architectural Review Board for a four-year term ending June 30, 2023; and Lillian Ledford be appointed to the Tree Board for four-year term ending March 30, 2023.

Ms. Dickinson seconded the Motion.

Motion approved was approved by the Committee.

Other

None

Closed Session

There was no closed session scheduled.

Adjourn

There being no further business, Chair Arnold moved that the meeting be adjourned at 9:41 a.m.

BERRYVILLE TOWN COUNCIL PUBLIC SAFETY COMMITTEE
Berryville-Clarke County Government Center
MINUTES
February 27, 2019

A meeting of the Berryville Town Council Public Safety Committee was held on Wednesday, February 27, 2019 at 2:00pm in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance: Members of the Committee present: Donna McDonald, Chair; Diane Harrison; Pat Dickinson

Staff present: Keith Dalton, Town Manager; Neal White, Chief of Police

Press present: Mickey Powell

Chair McDonald called the meeting to order at 2:00pm.

Approval of Agenda

Ms. Harrison made the motion to approve the agenda as presented, the motion was approved by consensus.

Department Update

Chief White provided a department update.

Mr. Dalton noted that the proposed 2020 budget will be reviewed by the Budget and Finance Committee on Thursday and it will not include a police patrol vehicle. He noted that the cut would create challenges in subsequent years and it would leave the administrative department without a vehicle for at least another year.

Mr. Dalton suggested that speeding on Jack Enders Boulevard be moved up on the agenda. Chair McDonald agreed and asked Chief White to provide a report on his findings.

Discussion – Speeding on Jack Enders Boulevard

Chief White presented his findings noting that the 85th percentile exceeded 10mph over the posted speed limit. The Committee discussed speed zone changes, enhanced fines, and permanently installed radar feedback signs.

The Council determined that staff should follow its protocol when dealing with speeding issues. Chief White informed the Committee that he would work on education, enforcement, and re-evaluation to gauge the effectiveness of the Department's efforts.

Town Code Review Update – Chapter 8

Chair McDonald noted that this matter has been reviewed several times and she wanted to get things moving.

Mr. Dalton briefly discussed changes that had been made to the policy and code noting that several issues will need to be discussed with legal counsel. He reviewed the schedule as the draft schedule was no longer valid.

The Committee decided that no public input session would be held at the committee level. The Committee determined that the matter should be introduced to the Town Council at their June 11, 2019 meeting, a public input session be held on July 9, 2019 with a decision by Town Council at their September 10, 2019 meeting. The Committee stated that this timeline is subject to agreement by Town Council.

Closed Session

There was no closed session.

Other

Chair McDonald stated that she is committed to meeting no more than six times per year unless specific issues require more frequent meetings. The Committee agreed to meet every two months. The Committee also agreed that chapters 8 and 20 would be reviewed at the April 24, 2019 meeting.

Adjourn

Ms. Dickinson moved, seconded by Ms. Harrison, to adjourn the meeting at 3:24pm.

BERRYVILLE TOWN COUNCIL STREETS AND UTILITIES COMMITTEE
Berryville-Clarke County Government Center
MINUTES
February 26, 2019

A meeting of the Berryville Town Council Streets and Utilities Committee was held on Tuesday, February 26, 2019 at 10:30 a.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance: Members of the Committee present: Diane Harrison, Chair; Pat Dickinson

Staff present: Keith R. Dalton, Town Manager; Christy Dunkle, Planner/Assistant Town Manager; W. Neal White, Chief of Police; Dave Tyrrell, Public Utilities Director; Rick Boor, Public Works Director; Lisa Larrick, Town Clerk

Press present: Mickey Powell, Winchester Star

Others: Jeff Hinson, Rappahannock Electric Cooperative

Chair Harrison called the meeting to order at 10:30 a.m.

Approval of Agenda

The agenda was approved by consent.

Discussion – Rappahannock Electrical Cooperative

Chair Harrison recognized Jeff Hinson of Rappahannock Electric Cooperative (REC). Mr. Hinson asked the Committee to discuss their specific concerns. The Committee members identified the brightness of the lights coming in residents' homes, glare off of streets, and needing more light downtown. Mr. Hinson explained that once the High-Pressure Sodium (HPS) lights fail, REC replaces them with LED lights. He explained the advantages of LED lights: (i) costs are less expensive; (ii) the fixtures and wattages used; (iii) width of the light being cast; and (iv) color temperature scale (Kevlin). He also noted that parts are no longer available for the HPS lights.

The Committee asked about diming options. Mr. Hinson stated that the light output can be dimmed but REC does not as it does not have the billing rate for that from the Virginia State Corporation Commission. The Committee asked about shielding options. Mr. Hinson stated that REC has no shielding options as it would void the warranty to the fixtures. The Committee asked if the lights could be lowered and Mr. Hinson stated it was possible after specific site review.

Discussion – Stormwater Concerns

The Committee and Staff discussed that the public hearing at the next Council meeting was to amend the budget to move funds so the Town could commence the Preliminary Engineering Reports with the first project to move forward being Jackson Drive including Dorsey/Treadwell in FY2019; the second project being Ashby/Archer Streets in FY2019/2020; and the third project being the Town Run in FY2020. The Committee and Staff also discussed the issues and possible fixes for Virginia Avenue.

Discussion – Water and Sewer Rate Study

The Committee agreed to set a work session for either March 11, 2019 or March 13, 2019. No time was set.

Discussion – Future Capital Improvements

Staff updated the Committee on the capital improvements to the water distribution and treatment systems. Mr. Dalton stated that the engineers were leaning toward water treatment plant replacement as opposed to upgrade; therefore cost for the work would be considerably more than what was discussed in the memo. The Committee discussed work that had been done on Main Street and Buckmarsh Street to date. Staff advised the Committee that Council needs to discuss further replacement of the utilities on Main Street and Buckmarsh Street.

Discussion – Street Work

Staff advised the Committee that paving for the Rockcroft subdivision in FY2019 was being pushed back because the water project for that area had not been completed. Staff stated they would provide a list of what streets should be paved and available funds to Council. Staff advised the Committee that most of the FY2020 funds will be used for Hermitage Blvd.

Discussion – Traffic on Josephine Street

Chief White updated the Committee on what had been done on this issue (i.e. working with Berryville Graphics, VDOT, Rappahannock Electric, and Garmin). He stated he has not received any complaints regarding truck traffic recently. The Committee agreed there was nothing further to be done.

Discussion – Logo on NW Elevated Water Tank

Ms. Dickinson clarified that she had had a conversation with Mr. Brown but had not been negotiating any agreement. Mr. Tyrrell stated he had spoken with Mr. Brown who advised there may have been a time when the company offered to paint the logo for free, but he had no confirmation, and he was getting pricing for painting “Berryville” on the water tank. Mr. Tyrrell stated that Mr. Brown suggested it may be better to work with the crew who was working on site regarding the painting of the logo. Staff advised the Committee no start date for the work had been set and that the tank is scheduled to be out of service for approximately three months.

Closed Session – No Closed Session Scheduled**Other**

Mr. Dalton highlighted the fact that Town Council’s investment in quality equipment for the Public Works Department continues to pay dividends.

Adjourn

There being no further discussion, the meeting was adjourned at 12:02 p.m.

Attachment 4

Veteran of the Year Plaque

The Town of Berryville and Clarke County have awarded the Berryville/Clarke County Veteran of the Year Award annually since 2015. The Veteran of the Year is awarded to the local veteran who exemplifies service to our community after their service to our nation.

Prior to disbanding, the World War 1 Commemoration Committee communicated their desire to have a Veteran of the Year plaque placed in the Berryville-Clarke County Government Center to VFW Post 9760 and American Legion Post 41. The Posts agreed to fund such a plaque and Mayor Dickinson is handling this matter on their behalf.

The County Board of Supervisors discussed the idea of having the Veterans of the Year honored at the Berryville-Clarke County Government Center. As a part of its review and consideration of the matter, the Board wants to consider placing such a plaque near the Veterans Memorial where they surmise it will be seen by more people than if it were located inside the government center. To that end, County staff performed basic research on a plaque that could be placed near the Veterans Memorial.

Mr. Ash presented his initial findings to the Berryville-Clarke County Building Committee. Mr. Ash expects the exterior plaque to cost approximately \$1,500 and the cost to add names each year to be approximately \$150. He noted that the Board of Supervisors requests that the Town Council to let them know if they would be willing to share in the cost of the exterior display.

The Town Council is asked to provide input as to whether it is willing to fund ½ of an exterior plaque (\$750) and ½ of an annual name plaque (\$75).

Recorder Arnold and staff will be able to explain the situation in more detail at the meeting. Photographs that will be displayed during this discussion will assist the Council understanding proposals being considered.

Attachment 5

Planning and Community Development

Action Items

Set Bond – Robert Regan Village

Virginia Commission for the Arts Creative Communities Partnership Grant

March 12, 2019

Planning Commission

The Planning Commission did not hold a meeting in February. Their next meeting is scheduled for Tuesday, March 26, 2019 at 7:30pm.

Berryville Area Development Authority

The BADA did not hold a meeting in February. Their next meeting is scheduled for Wednesday, March 27, 2019 at 7:00pm.

Architectural Review Board

The ARB met on February 6, 2019 to review the following request:

Sign Review

Wilford Carroll, Owner, Quality Title, LLC, is requesting a Certificate of Appropriateness for a freestanding sign, door sign, and portable freestanding sign located at 310 N. Buckmarsh Street, identified as Tax Map Parcel number 14A2-((A))-4, zoned C-1 Commercial. Administratively approved after discussion with the applicant.

Their next meeting is scheduled for Wednesday, March 6 at 12:30pm.

Tree Board

The Tree Board met on February 6, 2019. They discussed the Town Council presentation that came before Council at the February 12 meeting. Their next meeting is scheduled for Wednesday, March 6, 2019 at 7:30pm.

Board of Zoning Appeals

The BZA has not held a meeting since the last Council meeting.

BERRYVILLE TOWN COUNCIL
Set Bonds – Robert Regan Village
March 12, 2019

Jon Erickson is requesting bond approval for the Robert Regan Village to be located adjacent to the Retreat at Berryville on Chamberlain Street. The following amounts were reviewed and approval recommended by Pennoni Engineering:

Erosion and Sediment Controls:	\$46,111.50
<u>Public Improvements:</u>	<u>\$187,628.24</u>
Total Bond Amount:	\$233,739.74
<u>25% Contingency:</u>	<u>\$58,434.94</u>
TOTAL	\$292,174.68

Recommendation

Set the bonds as presented. A motion follows this report.

BOND ESTIMATE

Robert Regan Village - Berryville
March 4, 2019

	<u>Co. Quantity</u>		<u>Co. Unit Price</u>	<u>Co. Total</u>
<u>Erosion and Sediment Controls</u>				
Construction Entrance w/ wash rack	1.00	EA	\$3,620.00	\$3,620.00
Silt Fence	1007.00	LF	\$5.00	\$5,035.00
Super Silt Fence	397.00	LF	\$12.00	\$4,764.00
Diversion Dike	910.00	LF	\$4.00	\$3,640.00
Sediment Basin	1.00	EA	\$4,580.00	\$4,580.00
Sediment Trap	1.00	EA	\$1,500.00	\$1,500.00
Storm Drain Inlet Protection	17.00	EA	\$180.00	\$3,060.00
Outlet Protection	3.00	EA	\$200.00	\$600.00
Permanent Seeding, Fert., Mulch & Tack	5.07	AC	\$3,750.00	\$19,012.50
Culvert Inlet Protection	1.00	EA	\$300.00	\$300.00
			Subtotal	\$46,111.50
 <u>Roadway / Parking Lot</u>				
Bituminous Concrete Base Course	12.00	SY	\$16.77	\$201.24
Bituminous Concrete Top Course	12.00	SY	\$8.25	\$99.00
Subbase Aggregated Material	12.00	SY	\$14.00	\$168.00
Sidewalk (Concrete)	18.00	SY	\$30.00	\$540.00
			Subtotal	\$1,008.24
 <u>Water and Sewer</u>				
8" Sanitary Sewer	188.00	LF	\$65.00	\$12,220.00
4' Sanitary Manhole	2.00	EA	\$5,000.00	\$10,000.00
8" C909	2100.00	LF	\$50.00	\$105,000.00
Fire Hydrant	5.00	EA	\$4,500.00	\$22,500.00
8" Valve	12.00	EA	\$2,200.00	\$26,400.00
4" or 6" Valve	5.00	EA	\$900.00	\$4,500.00
Conection to Existing Waterline	2.00	EA	\$1,500.00	\$3,000.00
2" meter	1.00	EA	\$3,000.00	\$3,000.00
			Subtotal	\$186,620.00
 <u>Overall Bond</u>				
			Total	\$233,739.74
			25% Contingency	\$58,434.94
			Grand Total	\$292,174.68

BERRYVILLE TOWN COUNCIL
MOTION FOR APPROVAL OF BONDS
ROBERT REGAN VILLAGE

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville approve Erosion and Sediment Control and Public Improvements bonds as follows:

Erosion and Sediment Controls:	\$46,111.50
Public Improvements:	\$187,628.24
<u>25% Contingency:</u>	<u>\$58,434.94</u>
TOTAL	\$292,174.68

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

BERRYVILLE TOWN COUNCIL

Virginia Commission for the Arts Creative Communities Partnership Grant

March 12, 2019

Representatives from Berryville Main Street have requested that the Virginia Commission for the Arts Creative Communities Partnership Grant be withdrawn due to changes within their organization.

Should Council wish to re-apply with the Barns of Rose Hill as the recipient, Council must match the grant amount (up to \$4,500) and identify funding for the Barns in the FY20 budget. A lesser amount identified in the budget would reflect in the grant total. For example, if Council added a budget line item for \$2,000 earmarked for the Barns, the grant amount could not exceed that amount.

The deadline for applications is April 1, 2019. Accordingly, staff will need to get requisite information from Barns representatives immediately in order to complete the application prior to the deadline. A motion follows this report.

February 12, 2019 Staff Report

The Community Development Committee is recommending that Berryville Main Street receive the proceeds of the Creative Communities Partnership Grant to promote the arts through the Fire House Gallery.

The Town of Berryville has been awarded the grant from the Virginia Commission for the Arts (previously known as the Local Government Challenge Grant) for the past seven years. The grant totals \$4,500 with a required \$4,500 match from the local government applying for the money. The match has previously been made from a portion of Berryville Main Street's annual funding from the Town of Berryville.

100% of these funds have been given to Berryville Main Street in support of the Fire House Gallery and related programming in previous grant cycles. The organization wishes to partner with the Town again in 2019.

Following is general information about the Creative Communities Partnership Grant:

Purpose

To encourage local governments to support the arts.

Description

The Commission will match, up to \$4,500, subject to funds available, tax monies given by independent town, city, and county governments to arts organizations. The money, which does not include school arts budgets or arts programming by parks and recreation departments, may be granted either by a local arts commission/council or directly by the governing board.

Eligible Applicants

Independent city, town, or county governments in Virginia.

Eligible Activities

Grants to independent arts organizations for arts activities in the locality. The Commission does not match payments paid to performers for specific performances. Local governments seeking such funding should apply in the Performing Arts Touring Assistance Program.

Deadline

For the first time, the Virginia Commission for the Arts is accepting grant applications online. The application is due on April 1, 2019 to be considered for the next grant cycle.

Amount of Assistance

Up to \$4,500, subject to funds available. Local government match must be from local government funds; federal funds may not be included.

Criteria for Evaluating Applications

- *Artistic quality of the organizations supported by the city/county/town*
- *Clearly defined policies and procedures for awarding local funds to arts organizations*
- *Degree of involvement of artists and arts organizations in the local process of awarding grants*
- *Community impact including number of participants, duration of program, and other public and private sector involvement*
- *Description of ongoing local government support for arts and programs and funding*

Berryville Main Street will be submitting a letter of interest which will identify specific arts-related activities conducted by the organization through the Fire House Gallery and opportunities for artists in the incubator spaces.

Recommendation

Discuss at the meeting.

BERRYVILLE TOWN COUNCIL

**MOTION TO APPLY FOR VIRGINIA COMMISSION FOR THE ARTS
CREATIVE COMMUNITIES PARTNERSHIP GRANT APPLICATION**

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville authorize the Town Manager to sign and submit the application for the Virginia Commission for the Arts' Creative Communities Partnership Grant in the amount of \$4,500 [or other specified amount] identifying the Barns of Rose Hill as the recipient. Matching grant funds shall be appropriated from the Town's FY 2020 budget.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

Attachment 6

BERRYVILLE TOWN COUNCIL

MOTION TO APPROVE THIRD AMENDMENT TO WATER TANK LEASE
AGREEMENT

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the Third Amendment to the Water Tank Lease Agreement for the Northwest Elevated Water Tank, provided that legal counsel and Town staff complete final review of the Agreement. I further move that the Town Manager is authorized to make necessary changes to the Agreement as identified in the final review and that he is further authorized to execute the Agreement and other documents related to the agreement and the work provided therein on behalf of the Town.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

Market: WABA
Cell Site Number:
Cell Site Name: Town of Berryville
Fixed Asset Number: 10068492

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THIRD AMENDMENT TO WATER TANK LEASE AGREEMENT

THIS THIRD AMENDMENT TO Lease AGREEMENT dated as of the latter of the signature dates below, is by and between The Town of Berryville, VA, a Virginia municipal corporation having a mailing address of 101 Chalmers Court, Berryville, Virginia, 22611 (hereinafter to as “**Lessor**”) and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as successor in interest to Triton PCS Property Company, LLC, a Delaware limited liability company, having a mailing address of 12555 Cingular Way, Suite 1300, Alpharetta, GA 30004 (“hereinafter referred to as “**Lessee**”).

WHEREAS, Lessor and Lessee entered into Water Tank Site Lease Agreement dated June 29th, 2001, an Amendment dated May 20th, 2013 and Second Amendment dated June 14th, 2016, whereby Lessor leased to Lessee certain Leased Premises, therein described, that are a portion of the Water Tank situated off Tom Whitacre Circle adjacent to the town of Berryville, in Clarke County, Virginia; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the 2001 Agreement, as amended by the First and Second Amendments set forth below.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

- 1. New Leased Area.** Lessor agrees to increase the size of the ground space leased to Lessee to accommodate Lessee’s needs by 40 sq. ft for a total ground space of 440 sq. ft. Upon the execution of this Amendment, Lessor leases to Lessee the additional ground space, not to exceed the square feet described on attached Exhibit A-1 (“New Leased Area”). Lessor’s execution of this Amendment will signify Lessor’s approval of Exhibit A-1. The Premises under the 2001 Agreement shall include the New Leased Area.

Generator. Lessee shall have the right to install, repair, maintain, modify, replace, remove, utilize and operate (including but not limited to operate as may be required by applicable law) equipment within the New Leased Area, including without limitation a concrete pad and generator thereon, including back-up power supply and adding a gate near the generator for easier access.

Lessee shall have the right to access the New Leased Area, and any provisions in the Agreement governing access shall apply to such access. The generator shall remain

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the property of Lessee, and Lessee shall have the right to remove or modify it at any time.

- 2. New Equipment.** Lessor consents to the installation and operation of additional ancillary equipment and associated cables as more completely described on attached Exhibit B-3. Exhibit B-3 hereby replaces exhibit B-2 to the Agreement.

Lessor agrees to the following as final configuration:

- (12) panel antennas
- (6) TMAs
- (6) Diplexers
- (12) 1 -5/8"
- (18) RRHs
- (3) DC6
- (6) Junction Boxes
- (3) Fiber Cables
- (4) DC Power Cables

Four

- 3. Rent.** Commencing on the first day of the month after construction starts ("Increase Commencement Date"), Rent shall be increased by ~~Three~~ ^{Four} Hundred and ~~Fifty~~ Dollars (\$350.00) per month, which shall be subject to adjustments, pursuant to Section 2 of the 2001 Agreement; provided that the first such increased payment shall not be due until sixty (60) days after the increase commencement date and provided further that, increased payment due for a portion of a month shall be pro-rated.

Twenty
Five

- 4. Trees.** Lessee will remove the four (4) trees along the fence line of the shelter which were planted pursuant to the 2001 Agreement and plant four (4) new Eastern Red Cedar Trees approximately 4' - 6' in height, in an area designated by the Lessor. Removal of the existing four (4) trees shall include removal of all material from the site, including the grinding of the stumps to a depth of 6" below grade, removal of wood chips, and filling the holes with stone (21B).
- 5. Painting.** Lessee shall paint the surfaces on all antennas, associated cables, and equipment previously or hereafter installed on the water tank, the surfaces shall be painted the same color as the water tank. The painting of all antennas, cables, and equipment shall be completed within 90 days whether permitting of notification that the tank has been repainted. Lessee shall maintain in proper condition the paint on all painted surfaces of antennas, cables, and equipment.
- 6. Term.** The term for the lease of the New Leased Area shall run concurrent with the term under the 2001 Agreement. The Lessee is hereby granted (1) additional Extension term of (5) years under the 2001 Agreement subject to the same terms and conditions of Section 2 of the 2001 Agreement. The additional five (5) year term will be set to expire on May 31, 2026.
- 7. Environmental.**

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- (a) Landlord represents and warrants, (i) the Property, as of the Effective Date, is free of hazardous substances, including asbestos-containing materials and lead paint, and (ii) the Property has never been subject to any contamination or hazardous conditions resulting in any environmental investigation, inquiry or remediation. Landlord and Tenant agree that each will be responsible for compliance with any and all applicable governmental laws, rules, statutes, regulations, codes, ordinances, or principles of common law regulating or imposing standards of liability or standards of conduct with regard to protection of the environment or worker health and safety, as may now or at any time hereafter be in effect, to the extent such apply to that party's activity conducted in or on the Property.
- (b) Landlord and Tenant agree to hold harmless and indemnify the other from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of the indemnifying party for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding ("Claims"), to the extent arising from that party's breach of its obligations or representations under Section 11(a). Landlord agrees to hold harmless and indemnify Tenant from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of Landlord for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any Claims, to the extent arising from subsurface or other contamination of the Property with hazardous substances prior to the Effective Date or from such contamination caused by the acts or omissions of Landlord during the Term. Tenant agrees to hold harmless and indemnify Landlord from, and to assume all duties, responsibilities and liabilities at the sole cost and expense of Tenant for, payment of penalties, sanctions, forfeitures, losses, costs or damages, and for responding to any Claims, to the extent arising from hazardous substances brought onto the Property by Tenant.
- (c) The indemnification provisions contained in this Section 11 specifically include reasonable costs, expenses and fees incurred in connection with any investigation of Property conditions or any clean-up, remediation, removal or restoration work required by any governmental authority. The provisions of this Section 11 will survive the expiration or termination of this Agreement.
- (d) In the event Tenant becomes aware of any hazardous materials on the Property, or any environmental, health or safety condition or matter relating to the Property, that, in Tenant's sole determination, renders the condition of the Premises or Property unsuitable for Tenant's use, or if Tenant believes that the leasing or continued leasing of the Premises would expose Tenant to undue risks of liability to a government agency or other third party, then Tenant will have the right, in addition to any other rights it may have at law or in equity, to terminate this Agreement upon written notice to Landlord.

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8. **Other.** Lessor represents and warrants that, to its knowledge, no conditions exist within the New Leased Area or otherwise on the Premises that would adversely impact Lessee's permitting and/or installation of a generator within the New Leased Area. Lessor authorizes Lessee to prepare, execute and file all required applications to obtain any government approvals for Lessee's use of the New Premises Area under this Agreement and agrees, at Lessee's request, to reasonably assist Lessee with such applications and with obtaining and maintaining the government approvals. Where applicable law governs how the generator will be used, Lessee may use the generator in the manner set forth in applicable law. Lessee may terminate this Amendment by written notice to Lessor at any time, and the rent increase set forth in Section 3 shall not take effect or shall be cancelled, as applicable, following any such termination. Within one hundred twenty (120) days after termination of this Amendment, Lessee shall remove its equipment from the New Leased Area; provided that any portions of the equipment that Lessee fails to remove within such period and cessation of Lessee's operations at the New Leased Area shall be deemed abandoned. Lessee shall repair any damage, less ordinary wear and tear, to the New Leased Area caused by its removal activities.

9. Section 3 (Notices) of the First Amendment is hereby deleted in its entirety and replaced with the following:

Notices. All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows.

If to Lessee:

New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
Re: Cell Site #: 10043060; Cell Site Name: Denton MD
Fixed Asset #: 10043060; State Where Site Located: MD
575 Morosgo Drive NE,
Suite 13-F West Tower,
Atlanta, GA 30324

With the required copy of legal notice sent to Lessee at the address above, a copy to the Legal Department:

New Cingular Wireless PCS, LLC
Re: Cell Site #: 10043060; Cell Site Name: Denton MD
Fixed Asset #: 10043060; State Where Site Located: MD
AT&T Legal Department – Network
208 S. Akard Street
Dallas, TX 75202-4206

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A copy sent to the Legal Department is an administrative step which alone does not constitute legal notice.

If to Lessor: Town Manager
Town of Berryville
1010 Chalmers Court
Berryville, VA 22611

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

9. Other Terms and Conditions Remain. In the event of any inconsistencies between the 2001 Agreement, the First Amendment, the Second Amendment, and this Third Amendment the terms of this Third Amendment shall control. Except as expressly set forth in this Third Amendment, the 2001 Agreement, as amended by the First and Second Amendments, otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Third Amendment. The rights granted to Lessee herein are in addition to and not intended to limit any rights of Lessee in the 2001 Agreement as modified by the First and Second Amendments. Unless otherwise specified herein or unless the context requires otherwise, the terms in the 2001 Agreement shall apply to the New Leased Area.

10. Capitalized Terms. All capitalized terms used but not defined herein shall have the same meanings as defined in the 2001 Agreement.

~~DRAFT~~

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Fifth Amendment on the dates set forth below.

“LESSOR”

Town of Berryville, Virginia

By: _____

Name: _____

Title: _____

Date: _____

“LESSEE”

New Cingular Wireless PCS, LLC

By: AT&T Mobility Corporation

Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

~~DRAFT~~

LESSEE ACKNOWLEDGEMENT

STATE OF _____)
)ss:
COUNTY OF _____)

On the _____ day of _____, 20__ before me personally appeared _____, and acknowledged under oath that he is the _____ of _____, the _____ named in the attached instrument, and as such was authorized to execute this instrument on behalf of the _____.

Notary Public: _____
My Commission Expires: _____

LESSOR ACKNOWLEDGEMENT

CORPORATE ACKNOWLEDGEMENT

STATE OF _____)
)
COUNTY OF _____)

I CERTIFY that on _____, 20__,
_____ [name of representative] personally came before me and
acknowledged under oath that he or she:

- (a) is the _____ [title] of _____
[name of corporation], the corporation named in the attached instrument,
- (b) was authorized to execute this instrument on behalf of the corporation and
- (c) executed the instrument as the act of the corporation.

Notary Public
My Commission Expires: _____

EXHIBIT A-1

Additional Premises Area

See attached

Attachment 1

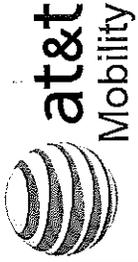
Generator

See attached

RAMAKER & ASSOCIATES, INC.
 100% EMPLOYEE-OWNED
 855 Community Dr, Sauk City, WI 53583
 608-643-4100 www.Ramaker.com

Sauk City, WI • Willmar, MN
 Woodcliff Lake, NJ • Bayamon, PR

PREPARED FOR:



CONSULTANT:
GENERAL DYNAMICS
 Information Technology, Inc.
 GENERAL DYNAMICS
 881 MOORE RD STE 110
 KING OF PRUSSIA, PA 19406

DATE	DESCRIPTION	ISSUE
02/27/2019	PRELIMINARY	1
PROJECT TITLE:		
TOWN OF BERRYVILLE-WC972		
FAID # 10068492		
PRODUCT INFORMATION:		
201 TOM WHITACRE CIRCLE		
BERRYVILLE, VA 22611		
SHEET FILE:		
TITLE SHEET		
SCALE: NONE		
NUMBER	REVISION	DATE
1	37535	1-1



SITE NAME: TOWN OF BERRYVILLE-WC972
 FA LOCATION CODE: 10068492
 GENERATOR PROJECT

APPLICABLE BUILDING CODE # STANDARDS

ALL WORK AND MATERIALS SHALL BE PROVIDED AND INSTALLED IN ACCORDANCE WITH THE CURRENT FOLLOWING CODES AS ADOPTED BY THE GOVERNING LOCAL AUTHORITIES. NOTHING IN THESE PLANS ARE TO BE CONSTRUCTED TO PREVENT WORK NOT CONFORMING TO THESE CODES:

- INTERNATIONAL BUILDING CODE 2009
- NATIONAL ELECTRIC CODE (NEC)
- AMERICAN CONCRETE INSTITUTE (ACI) 318, BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE
- AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC), MANUAL OF STEEL CONSTRUCTION
- TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 222-G, STRUCTURAL STANDARDS FOR STEEL TOWER AND ANTENNA SUPPORTING STRUCTURES
- TIA 407, COMMERCIAL BUILDING FOUNDATIONS AND BONDING REQUIREMENTS FOR TELECOMMUNICATIONS

SCOPE OF WORK

ADD STANDBY GENERATOR, ASSOCIATED CONCRETE PAD, AND UTILITY EQUIPMENT TO EXISTING AT&T EQUIPMENT AREA. THERE WILL BE NO CHANGE IN THE SIZE OR HEIGHT OF THE TOWER OR ANTENNAS.

DIRECTIONS:
 TAKE TO TOWN TO EXIT 315, TURN LEFT AT LIGHT ONTO ROUTE 7 EAST, FOLLOW FOR ABOUT 6 MILES, TAKE 7 BUSINESS EAST INTO TOWN, LOOK FOR TOM WHITACRE CIRCLE, AND TURN LEFT, FOLLOW TO SITE. ON WATER TOWER BEHIND HIGH SCHOOL.

TO OBTAIN LOCATION OF PARTICIPATING UNDERGROUND FACILITIES BEFORE YOU DIG IN VIRGINIA
 MISS UTILITY OF VIRGINIA
 811 OR 1-800-552-7001

MISS UTILITY LAW VIRGINIA UNDERGROUND UTILITY DAMAGE PREVENTION ACT REQUIRES MIN. 3 WORKING DAYS NOTICE BEFORE YOU EXCAVATE.

SHEET INDEX

GENERAL

T-1 TITLE SHEET

NOTES:

N-1 GENERAL NOTES

SITE:

A-1 SITE PLAN & EQUIPMENT LAYOUT
 A-2 EXHAUST DRAINAGE DETAIL
 S-1 FOUNDATION DETAILS

ELECTRICAL & GROUNDING:

E-1 WIRING DETAILS
 E-2 WIRING DETAIL PENETRATION DETAILS
 E-3 ATS CONDUIT & GROUND ROD DETAILS
 E-4 GENERAC GENERATOR SPECIFICATIONS
 E-5 GENERAC ATS SPECIFICATIONS

PROJECT INFORMATION

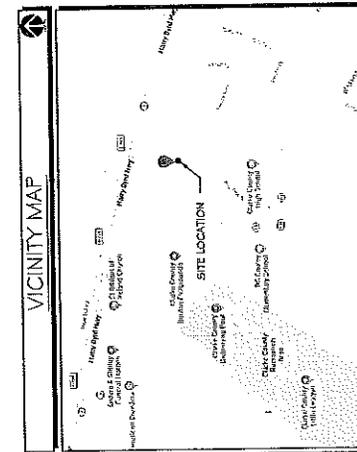
PROJECT MANAGER:
 JOE MAGLE
 GENERAL MANAGER SERVICES
 101 CHAMBERS COURT, SUITE A
 BERRYVILLE, VA 22611
 EMAIL: joe_magle@grit.com

ENGINEERS:
 RAMAKER & ASSOCIATES, INC.
 AT&T MOBILITY SERVICE
 SAUK CITY, WI 53583
 PH: (608) 643-4100
 FAX: (608) 643-7959
 CONTACT: JIMMIE REEDER
 EMAIL: jimreeder@ramaker.com

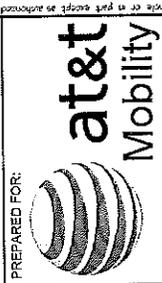
APPLICANT INFORMATION:
 AT&T MOBILITY
 7150 STANDARD DR
 HANOVER, MD 21076

DO NOT SCALE DRAWINGS.
 CONTRACTOR SHALL VERIFY ALL PLANS & EXISTING DIMENSIONS & CONDITIONS ON THE JOB SITE & SHALL IMMEDIATELY NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE WORKING. THE ENGINEER SHALL BE RESPONSIBLE FOR SAVE.

THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.



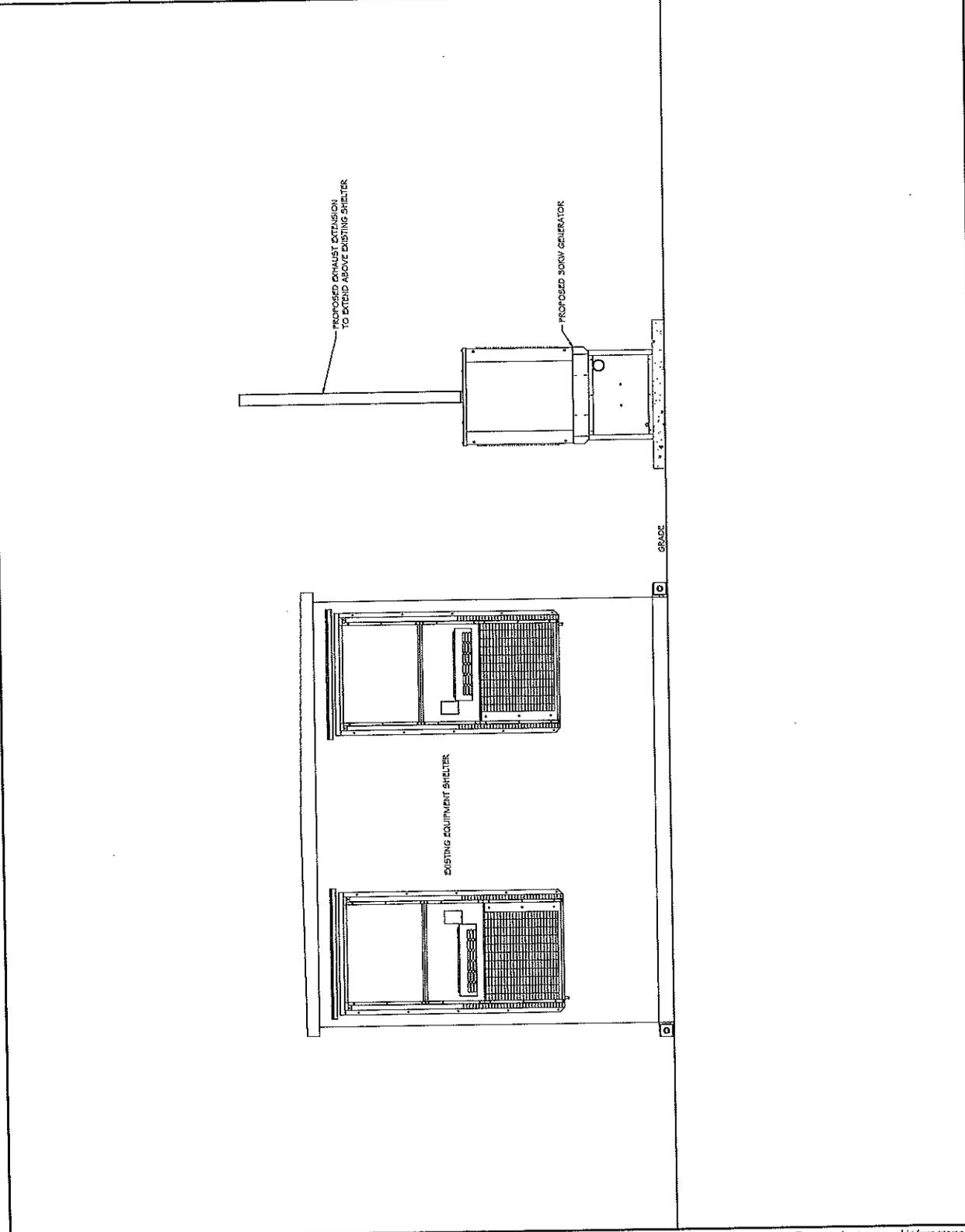
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CONSULTANT:
GENERAL DYNAMICS
 Information Technology, Inc.
 GENERAL DYNAMICS
 861 MOORE RD STE 110
 KING OF PRUSSIA, PA 19406

CERTIFICATE DATA

DATE	DESCRIPTION
08/27/2019	ISSUED
DATE	DESCRIPTION
08/27/2019	ISSUED
PROJECT TITLE:	TOWN OF BERRYVILLE-WC972 FA ID # 10068492
PROJECT LOCATION:	100 CHANCE CIRCLE BERRYVILLE, VA 22611
SHEET TITLE:	EXHAUST EXTENSION DETAIL
SCALE:	NONE
PROJECT NUMBER:	37538
SHEET NUMBER:	A-2



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 Sauk City, WI • Willmar, MN
 Woodcliff Lake, NJ • Bayamon, PR

PREPARED FOR:


CONSULTANT:
GENERAL DYNAMICS
 Information Technology, Inc.
 GENERAL DYNAMICS
 881 MOORE RD, STE 110
 KING OF PRUSSIA, PA 19406

NO. DATE DESCRIPTION	DATE ISSUED
1 PRELIMINARY	02/27/2019
2 PROJECT TEST	
TOWN OF BERRYVILLE-WC972 FA ID # 10068492	
PROJECT INFORMATION: 201 TOM WHITTAKER CIRCLE BERRYVILLE, VA 22611	
SHEET TITLE: WIRING DETAILS	
SCALE: NONE	
NO. SHEET	37530
NO. SHEET	E-1

ALARM WIRE IDENTIFICATION CHART

WIRE	ALARM
BROWN / WHITE	GENERATOR RUNNING
GREEN / WHITE	CRITICAL FAULT
BLUE / WHITE	MINOR FAULT
ORANGE / WHITE	LOW FUEL
BROWN / WHITE	FUEL LEAK
BROWN / WHITE	*CATS CABLE ONLY, FROM BND CATS CABLE

ALARM WIRING IDENTIFICATION CHART
 SCALE: NTS

DIAGRAM CIRCUIT SCHEDULE

NO.	FROM	TO	WIRES	GROUND	CONDUIT SIZE	FUNCTION
1	NORMAL POWER SOURCE	AUTOMATIC TRANSFER SWITCH	(3) 3/0	(1) #4	2"	NORMAL POWER FEEDER TO ATS (CUT BACK EXISTING)
2	AUTOMATIC TRANSFER SWITCH	LOAD CENTER	(3) 3/0	(1) #4	2"	POWER FEEDER FROM ATS TO PANEL
3	GENERATOR	AUTOMATIC TRANSFER SWITCH	(3) 3/0	(1) #4	2"	EMERGENCY POWER FEEDER TO ATS
4	AUTOMATIC TRANSFER SWITCH	GENERATOR	(2) #10	(1) #10	1"	START CIRCUIT
5	LOAD CENTER (DISTRIBUTION CENTER)	GENERATOR, ATS	(2) #12 (2) #12 (2) #12	(1) #12 (1) #12 (1) #12	1"	CIRCUIT FOR GENERATOR BLOCK HEATER & CIRCUIT FOR BATTERY CHARGER
6	ALARM BLOCK	GENERATOR	15 BARS OR 24 AWG 2PA & PAIR CATS	N/A	1"	ALARM CABLES (15 BARS OR 24 AWG TRIN THRU INTERIOR OF SHELTER & INTO ALARM BOX. PROVIDE 24" OF SLACK CABLE. PUNCH DOWN IS BY AT&T TECH. LABEL ALL WIRES)

CIRCUIT DETAIL
 SCALE: NTS

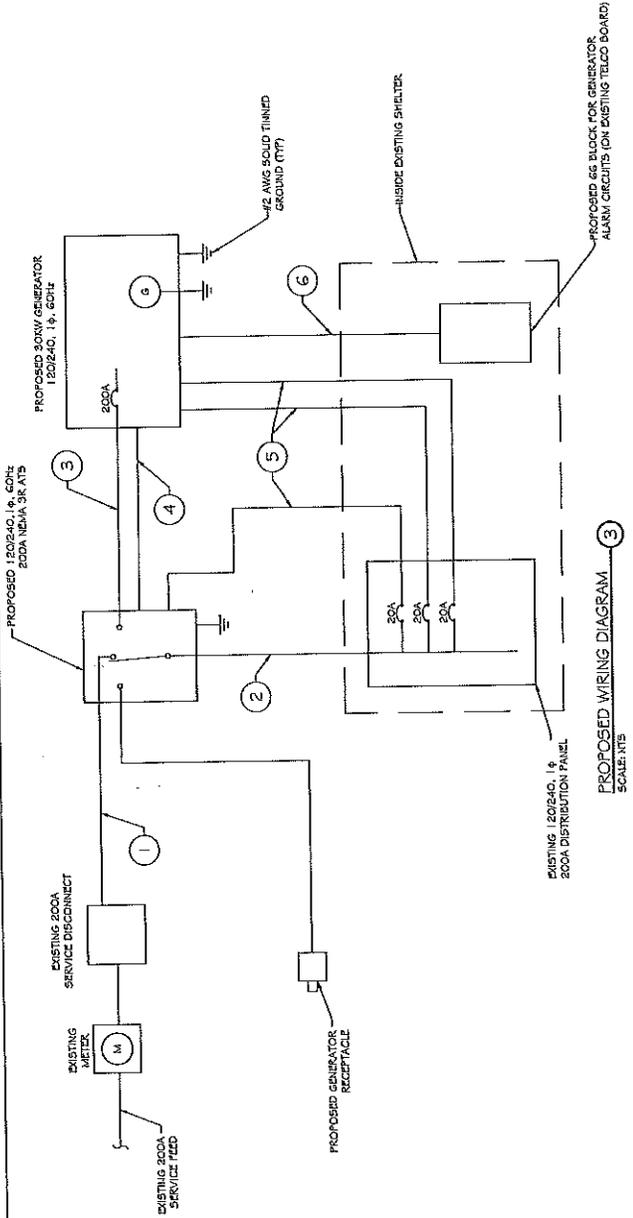


Exhibit B-3
Final Construction Drawings



FININGY
 1033 WILKINSON RD
 #202
 ANN ARBOR MI 48106
 FAX (313) 950-0750

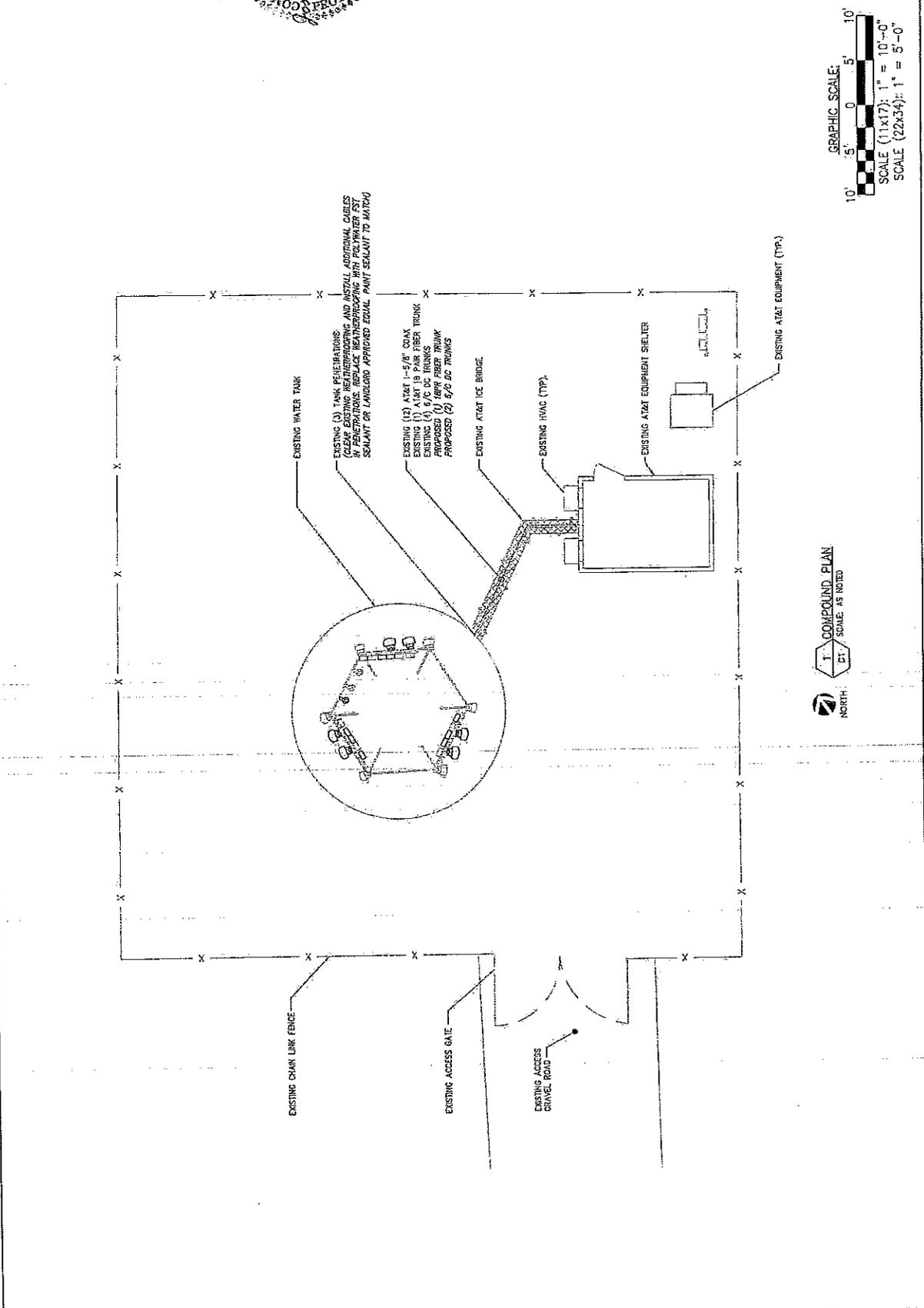
DEC 24 2018
 Lic. No. 52469
 NATIONAL TEST CENTER
 1000 W. WASHINGTON ST. #100
 ANN ARBOR MI 48106

Project No. 18-002
 Designer: JAC
 Drafter: JAC
 Date: 12/20/18
 1. LAY OUT FOR CONCRETE FOUNDATION
 2. LAY OUT FOR CONCRETE FOUNDATION
 3. LAY OUT FOR CONCRETE FOUNDATION

TOWN OF BERRYVILLE
 SITE ID: 80167
 FA # 10088492
 301 TOWNHARBOR CIRCLE
 BERRYVILLE, MI 48701

smart
 1322 MELRO RD
 HAVOYER, MI 48126
 (313) 822-8300
 Prepared For:

COMPOUND PLAN
 Drawing Number: **C1**



GRAPHIC SCALE:
 10' 5' 0' 5' 10'
 SCALE (11x17): 1" = 10'-0"
 SCALE (22x34): 1" = 5'-0"

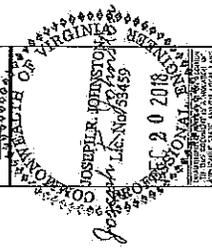
COMPOUND PLAN
 SCALE AS NOTED





FINNIGY

1003 Waterfront Shikine Rd
Shelby, KY 40076
Fax: (502) 650-0793



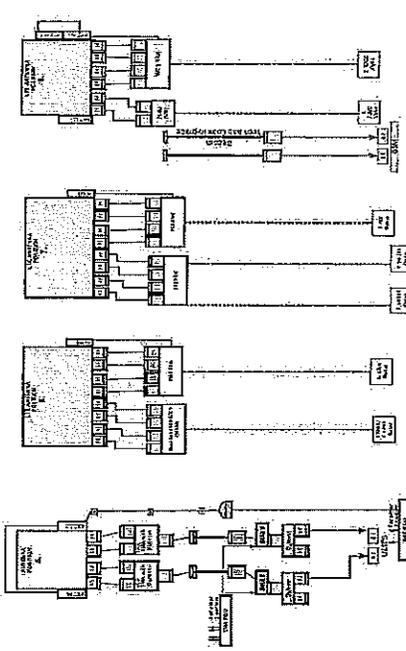
Project Name:	TOWN OF BERRYVILLE
Site ID:	50187
FA #:	10068492
Address:	241 TOWN WAREHOUSE CIRCLE BERRYVILLE, VA 22811
Project Number:	252006
Project Title:	
Client:	
Design:	
Drawn:	
Checked:	
Approved:	

TOWN OF BERRYVILLE
SITE ID: 50187
FA # 10068492
241 TOWN WAREHOUSE CIRCLE
BERRYVILLE, VA 22811

smart
1002 HILLTOP RD
HAYGER, MD 21036
TEL: (410) 582-2414
FAX: (410) 221-2552

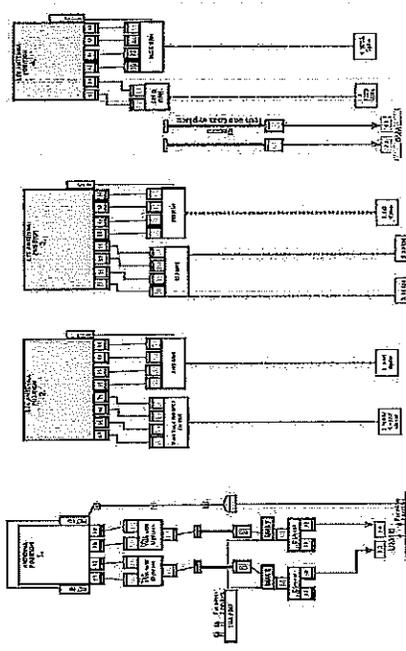
RF PLUMBING
DIAGRAM
Drawing Number: C7

SGC_P1DU_P2DU1A7A_P3DCP_P4RDW_AF2_DP2_T1MAL_BRETA_INDC_D



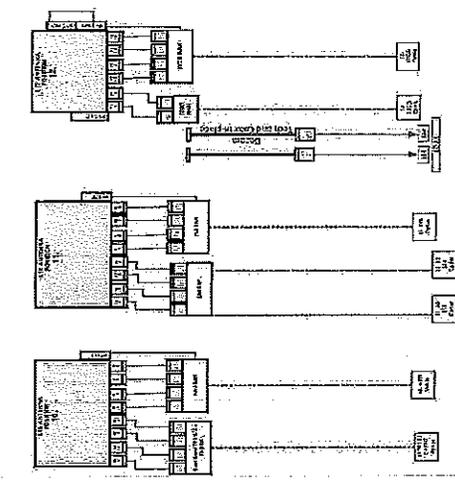
BETA SECTOR

SGC_P1DU_P2DU1A7A_P3DCP_P4RDW_AF2_DP2_T1MAL_INDC_A



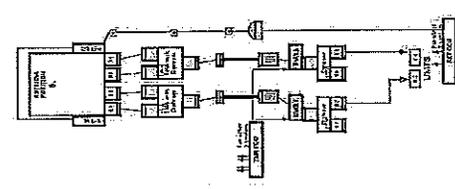
ALPHA SECTOR

SGC_P1DU_P2DU1A7A_P3DCP_P4RDW_AF2_DP2_T1MAL_BRETA_INDC_C



GAMMA SECTOR

1. PLUMBING DIAGRAM (FINAL CONFIGURATION)
NOT TO SCALE





FINNIGY
 1033 WYNDHAM DRIVE RD
 KENNESAW, VA 20159
 FAX (541) 698-0293

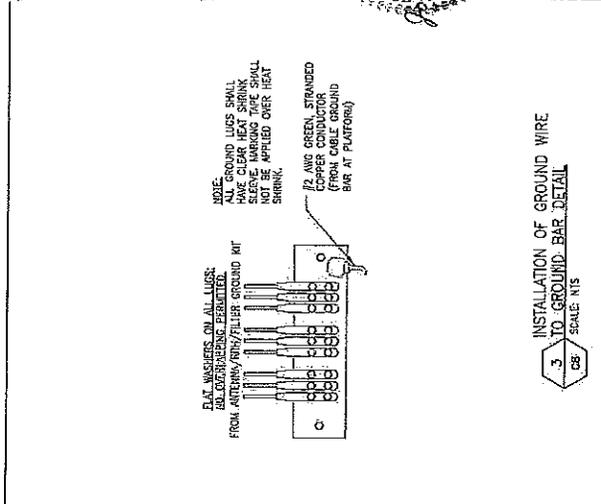
JOSEPH J. JOHNSON
 PROJECT MANAGER
 Lic. No. 25439
 DEC 20 2018
 NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION

1 -	2 -	3 -	4 -	5 -	6 -	7 -	8 -	9 -

TOWN OF BERRYVILLE
 SITE ID: 60187
 FA # 10068492
 201 TOMMYHAWK DRIVE
 BERRYVILLE, VA 22011

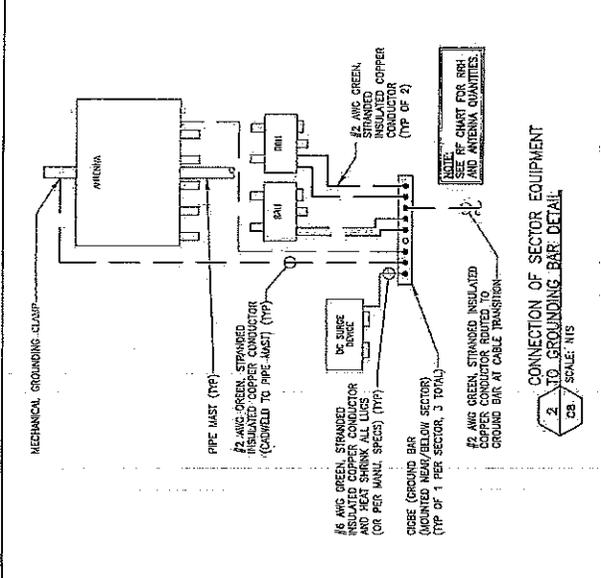
smart
 1363 WELTON RD
 HAYDEN, VA 21076
 TEL (410) 282-0413
 FAX (410) 221-2561

GROUNDING DETAILS
 Drawing Number
CB



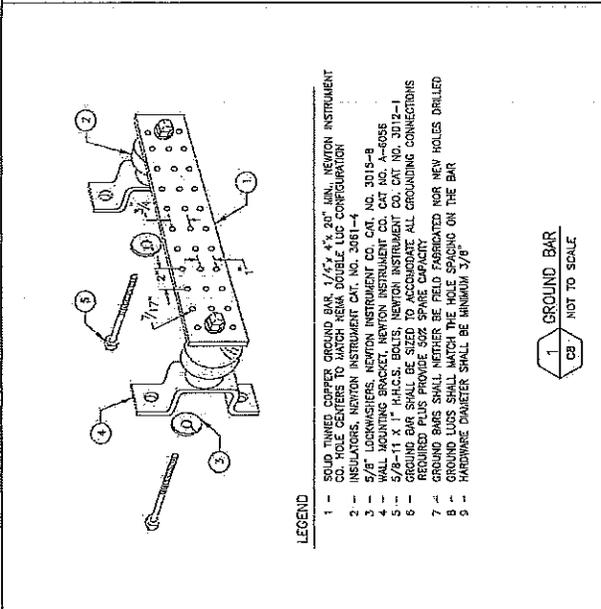
- 1 - SOLID TINED COPPER GROUND BAR 1/2" x 1/4" x 20' MIN. NEWTON INSTRUMENT CO. HOLE CENTERS TO MATCH REINA DOUBLE LUG CONFIGURATION
- 2 - INSULATORS, NEWTON INSTRUMENT CO. CAT. NO. 3081-4
- 3 - 5/8" LOCKWASHERS, NEWTON INSTRUMENT CO. CAT. NO. 3015-B
- 4 - WALL MOUNTING BRACKET, NEWTON INSTRUMENT CO. CAT. NO. A-6056
- 5 - 5/8-11 x 1/2" PHCS. NEWTON INSTRUMENT CO. CAT. NO. 3012-1
- 6 - 1/2" DIA. 1/4" THICK S. BOLTS, NEWTON INSTRUMENT CO. CAT. NO. 3012-1
- 7 - REQUIRED PLUS PROVIDE 60% SPARE CAPACITY
- 8 - GROUND BARS SHALL NEITHER BE FIELD FABRICATED NOR NEW HOLES DRILLED
- 9 - GROUND LUGS SHALL MATCH THE HOLE SPACING ON THE BAR

1 GROUND BAR
 NOT TO SCALE



- 16 AWG GREEN, STRANDED INSULATED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)
- 16 AWG GREEN, STRANDED COPPER CONDUCTOR (OR PER MANUFACTURER'S SPEC) (TYP)

2 CONNECTION OF SECTOR EQUIPMENT TO GROUNDING BAR DETAIL
 SCALE: NTS



- 1/2 AWG GREEN, STRANDED COPPER CONDUCTOR (FROM CABLE GROUND BAR AT POINTING)

3 INSTALLATION OF GROUND WIRE TO GROUND BAR DETAIL
 SCALE: NTS

NOTE:
 ALL GROUND LUGS SHALL HAVE CLEAR HEAT SHRINK NOT BE APPLIED OVER HEAT SHRINK.
 ALL WIRE ENDS SHALL BE STRIPPED TO THE CORRECT LENGTH AND STRIPPED ENDS SHALL BE APPLIED OVER HEAT SHRINK.
 ALL WIRE ENDS SHALL BE STRIPPED TO THE CORRECT LENGTH AND STRIPPED ENDS SHALL BE APPLIED OVER HEAT SHRINK.



INFINIGY
1000 Volantier Shaker Rd
Aberny, NY 12205
Office: (518) 688-0720
Fax: (518) 688-0720

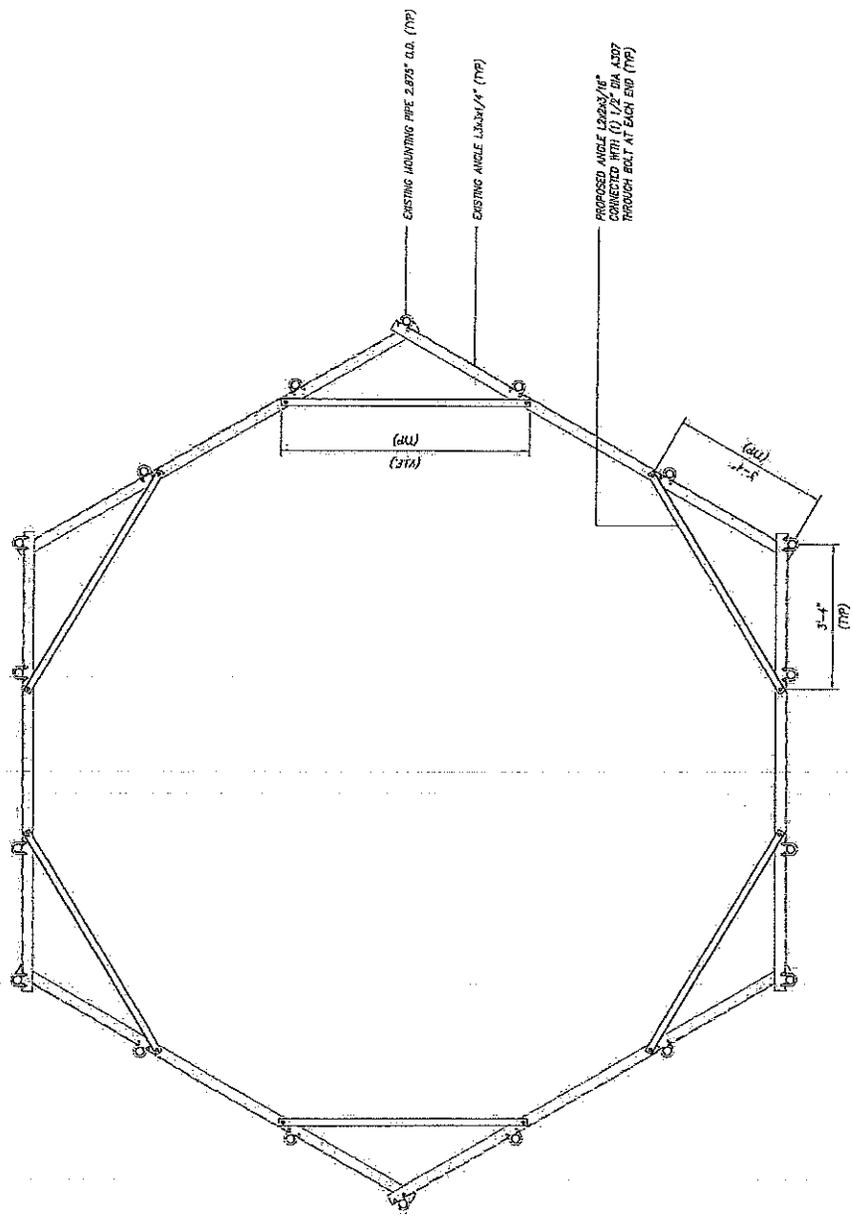


12-19-18

Project Title:	136-000016
Client:	TOWN OF BERRYVILLE
Site ID:	50187
FA #:	10068492
Address:	301 SOUTH WINDYBARK ROAD BERRYVILLE, NY 13811
Project Number:	
Drawn by:	JL
Checked by:	JL
Approved by:	JL
Date:	12/19/18

smartlink
1500 W. 10th St.
Bismarck, ND 58103
TEL: (701) 221-5552
FAX: (701) 221-5552

MOUNT MODIFICATIONS
Sheet Number: **S2**



1 PLAN VIEW
SCALE: NOT TO SCALE

Attachment 7

FINANCE AND ADMINISTRATION STAFF REPORT

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: TAX RATES / BUDGET
DATE: 3/4/2019
CC: KEITH DALTON, TOWN MANAGER

The proposed Real Estate, Personal Property and Machinery and Tools tax rates for 2019 need to be adopted in April.

I request Council set a public hearing on proposed tax rates for the April 9th meeting.

There are no proposed increases in the existing rates.

If you have any questions please call me.

FINANCE AND ADMINISTRATION STAFF REPORT

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: MONTHLY REPORTS
DATE: 3/4/2019
CC: KEITH DALTON, TOWN MANAGER

A/P Check Listing
Checks issued in February 2019.

Bank of America/P-Card Statement
January 2019 P-Card Purchases that were paid on February 25, 2019.

A/P Check Listing

Vendor Range - 4IMPRINT, INC.' - 'ZENON ENVIRONMENTAL CORPORATION
Date From - 2/1/2019 Date To - 2/28/2019

Town of Berryville
03/04/2019 10:59 AM

Page: 1 of 2

Check Number	Bank	Vendor	Date	Amount
				<u>\$2,263.40</u>
5288	1	- Commercial Press Inc	02/05/2019	<u>\$153.12</u>
5289	1	- HEATHER HALTERMAN	02/05/2019	<u>\$212.82</u>
5290	1	- Minnesota Life Insurance Co.	02/05/2019	<u>\$645.00</u>
5291	1	- Nationwide Retirement Solutions	02/05/2019	<u>\$4,298.12</u>
5292	1	- PENNONI ASSOCIATES INC	02/05/2019	<u>\$15,450.00</u>
5293	1	- Robinson Farmer Cox Associates PLLC	02/05/2019	<u>\$240.00</u>
5294	1	- Skyline Regional CJA	02/05/2019	<u>\$4,646.00</u>
5295	1	- Southern Software, Inc.	02/05/2019	<u>\$875.00</u>
5296	1	- Bureau for Child Support Enforcement	02/12/2019	<u>\$956.95</u>
5297	1	- CENTRIC BUSINESS SYSTEMS INC	02/12/2019	<u>\$1.22</u>
5298	1	- CHAVEZ FELIX A 4255	02/12/2019	<u>\$61.07</u>
5299	1	- Clarke County Animal Shelter	02/12/2019	<u>\$154.20</u>
5300	1	- DARLENE BUCKLEY WEIR	02/12/2019	<u>\$39.64</u>
5301	1	- DAVIS NICHOLAS JAMES 3308	02/12/2019	<u>\$75.00</u>
5302	1	- Douglas A. Shaffer	02/12/2019	<u>\$607.75</u>
5303	1	- Fire Protection Company, LLC	02/12/2019	<u>\$60.00</u>
5304	1	- GODFREY ANNEX LLC	02/12/2019	<u>\$75.00</u>
5305	1	- H. Allen Kitselman	02/12/2019	<u>\$115.00</u>
5306	1	- Herbert L. Beskin, Trustee	02/12/2019	<u>\$50.00</u>
5307	1	- Keith Dalton	02/12/2019	<u>\$1.50</u>
5308	1	- MAGNOTTI JAMES A III 3614	02/12/2019	<u>\$1,512.40</u>
5309	1	- MORTON SALT, INC.	02/12/2019	<u>\$2,473.63</u>
5310	1	- Neopost	02/12/2019	<u>\$552.10</u>
5311	1	- PENNONI ASSOCIATES INC	02/12/2019	<u>\$1,500.00</u>
5312	1	- POSM Software LLC	02/12/2019	<u>\$95.80</u>
5313	1	- TAIT NORTH SIMMONS	02/12/2019	<u>\$59.85</u>
5314	1	- VUPS	02/12/2019	<u>\$44.75</u>
5315	1	- Desiree Moreland	02/14/2019	<u>\$2,880.00</u>
5316	1	- Hach Chemical Company	02/14/2019	<u>\$2,633.75</u>
5317	1	- Hall, Monahan, Engle, Mahan & Mitchell	02/14/2019	

A/P Check Listing

Vendor Range - 4IMPRINT, INC.' - 'ZENON ENVIRONMENTAL CORPORATION
Date From - 2/1/2019 Date To - 2/28/2019

Town of Berryville
03/04/2019 10:59 AM

Page: 2 of 2

Check Number	Bank	Vendor	Date	Amount
5318	1	- Michelle M. Jones	02/14/2019	<u>\$1,715.00</u>
5319	1	- Nationwide Retirement Solutions	02/14/2019	<u>\$645.00</u>
5320	1	- PENNONI ASSOCIATES INC	02/14/2019	<u>\$3,229.08</u>
5321	1	- Treasurer of Frederick County	02/14/2019	<u>\$6,044.66</u>
5322	1	- BOWMAN MARK ALLEN 7523	02/26/2019	<u>\$14.04</u>
5323	1	- Bureau for Child Support Enforcement	02/26/2019	<u>\$875.00</u>
5324	1	- Hach Chemical Company	02/26/2019	<u>\$114.34</u>
5325	1	- Municipal Safety Sales	02/26/2019	<u>\$1,489.60</u>
5326	1	- Nationwide Retirement Solutions	02/26/2019	<u>\$645.00</u>
5327	1	- Treasurer of Clarke County	02/27/2019	<u>\$37,815.00</u>
5328	1	- USPS	02/27/2019	<u>\$836.50</u>
5329	1	- Virasec, LLC	02/27/2019	<u>\$2,007.10</u>
42		Checks Totaling -		<u>\$98,163.39</u>

Totals By Fund

	Checks	Voids	Total
100	\$83,161.98		\$83,161.98
501	\$3,251.75		\$3,251.75
502	\$11,749.66		\$11,749.66
Totals:	\$98,163.39		\$98,163.39



BERRYVILLE TOWN OF
 DESIRÉE MORELAND
 XXXX-XXXX-XXXX-
 January 01, 2019 - January 31, 2019

Company Statement

Purchasing Card

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238 Customer Service: 1.888.449.2273 24 Hours TTY Hearing Impaired: 1.800.222.7365 24 Hours Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 01/31/19 Payment Due Date 02/25/19 Days in Billing Cycle 31 Credit Limit \$500,000 Cash Limit \$0 Total Payment Due \$91,594.95	Previous Balance \$79,808.60 Payments -\$79,808.60 Credits \$0.00 Cash \$0.00 Purchases \$91,594.95 Other Debits \$0.00 Overlimit Fee \$0.00 Late Payment Fee \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Finance Charge \$0.00 Current Balance \$91,594.95

Important Messages
 Please do not send payment. Your automatic payment is scheduled to be credited to this account on 02/25/19.

Cardholder Activity Summary				
Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
Credit Limit BOOR, RICK XXXX-XXXX-XXXX- 15,000	0.00	0.00	10,429.78	10,429.78
BOOTH, KEVIN XXXX-XXXX-XXXX- 1,000	0.00	0.00	42.10	42.10

7980860 9159495 9159495 4715291201837237

Account Number: XXXX-XXXX-XXXX-
 January 01, 2019 - January 31, 2019

Total Payment Due **\$91,594.95**
Payment Due Date **02/25/19**

Enter payment amount

\$

Check here for a change of mailing address or phone numbers.
 Please provide all corrections on the reverse side.

Mail this coupon along with your check payable to:
BANK OF AMERICA

BANK OF AMERICA
 PO BOX 15731
 WILMINGTON, DE 19886-5731

BERRYVILLE TOWN OF
 DESIRÉE MORELAND
 STE A
 101 CHALMERS CT
 BERRYVILLE, VA 22611-1387
 **N0016863

⑆5499900⑆⑆0005⑆201837237⑆



Cardholder Activity Summary

Account Number Credit Limit	Credits	Cash	Purchases and Other Debits	Total Activity
BRISTOL, TIM XXXX-XXXX-XXXX- 500	0.00	0.00	82.00	82.00
BUSSERT, ERNIE XXXX-XXXX-XXXX- 500	0.00	0.00	187.66	187.66
DORSEY, DANIEL XXXX-XXXX-XXXX- 500	0.00	0.00	71.32	71.32
ELLIOTT, RALPH XXXX-XXXX-XXXX- 5,000	0.00	0.00	1,060.79	1,060.79
FERREBEE, DARRELL XXXX-XXXX-XXXX- 500	0.00	0.00	57.29	57.29
HALTERMAN, HEATHER XXXX-XXXX-XXXX- 15,000	0.00	0.00	5,968.60	5,968.60
JOHNSON, KAREN XXXX-XXXX-XXXX- 1,000	0.00	0.00	25.45	25.45
LARRICK, LISA XXXX-XXXX-XXXX- 1,000	0.00	0.00	470.37	470.37
LILLY, STEPHEN XXXX-XXXX-XXXX- 15,000	0.00	0.00	6,610.03	6,610.03
LINK, BRIAN XXXX-XXXX-XXXX- 1,000	0.00	0.00	299.66	299.66
MCCORMICK, HARRY XXXX-XXXX-XXXX- 500	0.00	0.00	50.00	50.00
MORELAND, DESIREE XXXX-XXXX-XXXX- 50,000	0.00	0.00	46,711.98	46,711.98
POSTON, RUSTY XXXX-XXXX-XXXX- 500	0.00	0.00	489.38	489.38
REYNOLDS, CHARLES XXXX-XXXX-XXXX- 500	0.00	0.00	438.23	438.23
STOVER, KEITH XXXX-XXXX-XXXX- 1,000	0.00	0.00	622.07	622.07
TYRRELL, DAVE XXXX-XXXX-XXXX- 20,000	0.00	0.00	17,978.24	17,978.24

Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit	Total Activity
BERRYVILLE TOWN OF							-\$79,808.60
Account Number: XXXX-XXXX-XXXX							79,808.60
01/25	01/25	AUTO PAYMENT DEDUCTION		0071			Total Activity 10,429.78
BOOR, RICK							
Account Number: XXXX-XXXX-XXXX							
01/02	12/31	JOHNNY BLUE, INC.	540-6650968 VA	24003418365900019615872	7394	82.00	
01/04	01/03	CORE & MAIN LP 514	304-263-6986 WV	24792629003206962600084	5039	4,677.97	
01/14	01/12	MARIO'S PIZZA	BERRYVILLE VA	24377359012000001282715	5812	65.40	
01/14	01/11	VA DMV BERRYVILLE LICENSE	BERRYVILLE VA	24755429012120120925144	9399	5.00	
01/15	01/14	SHADE EQUIPMENT CO-WINCHESTER	WINCHESTER VA	24412909014027011928950	5599	1,216.10	
01/21	01/17	GRIFFITH ENERGY SERVIC	410-956-3000 MD	24258029018017034163453	5983	1,267.41	
01/21	01/18	WAL-MART #3344	WINCHESTER VA	24226389019091008508387	5411	147.26	
01/28	01/27	WM SUPERCENTER #3344	WINCHESTER VA	24445009028400132516042	5411	24.13	



18390310 - 016963 - 0002 - 0003 - 2

Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit	
01/29	01/28	JOHNNY BLUE, INC. 540-6650968 VA	24003419028900011518360	7394	82.00		
01/31	01/30	SHADE EQUIPMENT CO-WINCHEWINCHESTER VA	24412909030027011884229	5599	2,862.51		
						Total Activity	42.10
BOOTH, KEVIN							
Account Number: XXXX-XXXX-XXXX-							
01/25	01/24	SNS EAST-2871 BERRYVILLE VA	24427339024720030707345	5411	42.10		
						Total Activity	82.00
BRISTOL, TIM							
Account Number: XXXX-XXXX-XXXX-							
01/16	01/15	FESTIVAL DRY CLEANERS BERRYVILLE VA	24755429016730160579050	7216	68.00		
01/21	01/18	FESTIVAL DRY CLEANERS BERRYVILLE VA	24755429019730196406416	7216	14.00		
						Total Activity	187.66
BUSSERT, ERNIE							
Account Number: XXXX-XXXX-XXXX-							
01/11	01/10	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979011091406000481	5251	24.49		
01/17	01/16	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429017640170681189	5085	76.99		
01/31	01/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979031091404000034	5251	86.18		
						Total Activity	71.32
DORSEY, DANIEL							
Account Number: XXXX-XXXX-XXXX-							
01/16	01/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979016091404000363	5251	32.26		
01/24	01/23	JNO. S SOLENBERGER AND C WINCHESTER VA	24138299024400002916523	5251	39.06		
						Total Activity	1,060.79
ELLIOTT, RALPH							
Account Number: XXXX-XXXX-XXXX-							
01/14	01/11	THE BLOSSMAN COMPANIES IN228-872-8932 MS	24247609011300583488947	5983	393.01		
01/24	01/22	MALLOY CHEVROLET WINCHESTER VA	24073149023900011500254	7399	120.00		
01/31	01/29	WINCHESTER EQUIPMENT 540-6672244 VA	24073149030900013400017	5599	245.58		
01/31	01/30	THE BLOSSMAN COMPANIES IN228-872-8932 MS	24247609030300476408157	5983	302.20		
						Total Activity	57.29
FERREBEE, DARRELL							
Account Number: XXXX-XXXX-XXXX-							
01/16	01/15	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979016091404000041	5251	23.51		
01/28	01/25	BERRYVILLE AUTO PARTS INCBERRYVILLE VA	24767899027840900452802	5533	16.20		
01/31	01/30	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979031091404000182	5251	17.58		
						Total Activity	5,968.60
HALTERMAN, HEATHER							
Account Number: XXXX-XXXX-XXXX-							
01/04	01/03	Amazon web services aws.amazon.coWA	24692169003100291737667	7399	0.62		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601683	4900	174.15		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601576	4900	4,051.02		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601527	4900	997.80		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601634	4900	9.73		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601659	4900	125.18		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24445009018000953917022	9402	50.00		
01/18	01/17	USPS PO 5107560300 BERRYVILLE VA	24445009024000918251170	9402	500.00		
01/24	01/23	USPS PO 5107560300 BERRYVILLE VA	24013399030003980416365	7523	15.00		
01/31	01/29	LANIER PARKING 21020700 RICHMOND VA	24789309030886002178069	5812	9.36		
01/31	01/29	MAIN HOSPITAL CAFETERIA 804-2810610 VA	24688089030030016943568	5812	17.93		
01/31	01/30	MIJAS MEXICAN KITCHEN & CRICHMOND VA	24269799031000973116177	5814	17.81		
01/31	01/30	JIMMY JOHNS - 1741 RICHMOND VA					
						Total Activity	25.45
JOHNSON, KAREN							
Account Number: XXXX-XXXX-XXXX-							
01/04	01/03	USPS PO 5107560300 BERRYVILLE VA	24445009004000949983092	9402	25.45		
						Total Activity	470.37
LARRICK, LISA							
Account Number: XXXX-XXXX-XXXX-							
01/04	01/03	STAPLS7210648749000001 877-8267755 NJ	24164079003105021046909	5111	9.06		
01/04	01/03	STAPLS7210648749000002 877-8267755 NJ	24164079003105971046909	5111	59.90		
01/07	01/04	STAPLS7210648749000003 877-8267755 NJ	24164079004105961046900	5111	16.18		
01/14	01/11	STAPLS7211289456000001 877-8267755 NJ	24164079011105108946906	5111	134.53		
01/28	01/25	STAPLS7212240931000001 877-8267755 NJ	24164079025105241180151	5111	63.72		
01/28	01/26	STAPLS7212285334000001 877-8267755 NJ	24164079027105251743698	5111	186.98		
						Total Activity	6,610.03
LILLY, STEPHEN							
Account Number: XXXX-XXXX-XXXX-							
01/03	01/02	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429003640030588600	5085	2,194.98		
01/04	01/03	WINCHESTER METALS WINCHESTER VA	24493989003206739400024	5051	51.34		
01/04	01/03	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979004091402000450	5251	26.43		
01/08	01/07	WINCHESTER METALS WINCHESTER VA	24493989007206739600066	5051	41.25		
01/08	01/07	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979008091400000383	5251	31.55		
01/09	01/08	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429009640090621956	5085	75.79		
01/09	01/08	WINCHESTER METALS WINCHESTER VA	24493989008206739700105	5051	120.75		
01/09	01/08	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429011640110632906	5085	84.00		
01/11	01/10	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24137469014200121543220	5169	1,678.86		
01/15	01/14	COYNE CHEMICAL CROYDON PA	24755429023640230580163	5085	121.94		
01/23	01/22	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24137469024100209800245	5169	1,636.21		
01/25	01/23	COYNE CHEMICAL 215-785-3000 PA					

Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit	
01/25	01/23	COYNE CHEMICAL 215-785-3000 PA	24137469024100209800328	5169	444.94		
01/28	01/25	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429026640260718201	5085	55.00		
01/30	01/29	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979030091402000342	5251	46.99		
						Total Activity	299.66
LINK, BRIAN							
Account Number: XXXX-XXXX-XXXX-							
01/04	01/03	LOWES #00656* WINCHESTER VA	24692169003100568864681	5200	30.36		
01/07	01/04	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069005200824100056	5533	115.52		
01/08	01/07	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979008091400000011	5251	2.44		
01/23	01/22	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979023091408000162	5251	111.66		
01/29	01/28	ROBERTS OXYGEN CO BR 00 ROCKVILLE MD	24755429029640290674520	5085	39.68		
						Total Activity	50.00
MCCORMICK, HARRY							
Account Number: XXXX-XXXX-XXXX-							
01/23	01/22	VA DPOR 804-3678597 VA	24755429022170222214184	9399	50.00		
						Total Activity	46,711.98
MORELAND, DESIREE							
Account Number: XXXX-XXXX-XXXX-							
01/08	01/07	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689007747008538290	4900	4,859.28		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601907	4900	148.37		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601832	4900	92.85		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601964	4900	118.52		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008602061	4900	37.22		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601972	4900	48.46		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601865	4900	48.10		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008602012	4900	22.43		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008602095	4900	22.61		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008601840	4900	31.46		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689008747008602129	4900	10,000.00		
01/09	01/08	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24231689009747008638882	4900	6,607.39		
01/10	01/09	RAPPAHANNOCKELECTRICCOOP EBILL.MYREC.CVA	24431059011083711171684	4900	20,479.20		
01/14	01/11	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24431059011083719866392	4900	100.00		
01/14	01/11	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24431059011083711178598	4900	2,309.62		
01/14	01/11	REPUBLIC SERVICES TRASH 866-576-5548 AZ	24692169014100584379877	4814	172.17		
01/15	01/14	VERIZON*ONETIMEPAYMENT 800-VERIZON FL	24692169014100584379885	4814	173.48		
01/15	01/14	VERIZON*ONETIMEPAYMENT 800-VERIZON FL	24692169014100584379893	4814	377.67		
01/15	01/14	VERIZON*ONETIMEPAYMENT 800-VERIZON FL	24692169018100667984383	4899	87.80		
01/18	01/18	COMCAST 800-COMCAST MD	24755429018130180030572	9399	225.00		
01/18	01/17	VA DMV ONLINE BILLING PAY804-3670595 VA	24692169018100727704912	4814	741.92		
01/21	01/18	VZWRLSS*MY VZ VB P 800-922-0204 FL	24393499018004796987270	4814	8.43		
01/21	01/17	TelRite Corporation COVINGTON GA					
						Total Activity	489.38
POSTON, RUSTY							
Account Number: XXXX-XXXX-XXXX-							
01/07	01/04	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069005200824100098	5533	44.31		
01/07	01/04	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069005200824100114	5533	43.80		
01/16	01/15	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069016200824000329	5533	131.70		
01/17	01/16	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069017200824100060	5533	264.30		
01/31	01/29	DOLLAR-GENERAL #0394 BERRYVILLE VA	24445009030100159379896	5331	5.27		
						Total Activity	438.23
REYNOLDS, CHARLES							
Account Number: XXXX-XXXX-XXXX-							
01/07	01/04	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979005091404000010	5251	6.36		
01/09	01/08	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979009091402000034	5251	6.36		
01/18	01/17	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979018091408000573	5251	24.97		
01/29	01/28	COLLIFLOWER INC HQ 410-686-1200 MD	24435659028606000390393	5085	341.80		
01/30	01/29	LOWES #02724* WINCHESTER VA	24692169029100010419761	5200	58.74		
						Total Activity	622.07
STOVER, KEITH							
Account Number: XXXX-XXXX-XXXX-							
01/04	01/03	HIGHWAY MOTORS INC WINCHEWINCHESTER VA	24755429004150044333612	5511	60.51		
01/07	01/03	BERRYVILLE AUTO PARTS INC BERRYVILLE VA	24767899004702800303195	5533	42.30		
01/07	01/04	FISHER AUTO PARTS 009 BERRYVILLE VA	24431069005200824100221	5533	10.75		
01/08	01/07	BERRYVILLE TRUE VALUE BERRYVILLE VA	24801979008091400000052	5251	3.71		
01/11	01/09	KERN MOTOR CO WINCHESTER VA	24073149010900011900020	7531	50.38		
01/14	01/11	TIMBROOK HONDA OF WINCHESWINCHESTER VA	24269799012100446919794	5013	42.40		
01/15	01/14	LOWES #02724* WINCHESTER VA	24692169014100664027156	5200	66.61		
01/16	01/15	LOWES #00656* WINCHESTER VA	24692169015100230965292	5200	63.13		
01/16	01/15	JAMES RIVER EQUIPMENT WINSTEPHENSON VA	24067209015215200502528	5599	86.35		
01/16	01/15	SHADE EQUIPMENT CO-WINCHEWINCHESTER VA	24412909015027012189072	5599	60.00		
01/16	01/15	HARBOR FREIGHT TOOLS 595 WINCHESTER VA	24231689016400022605781	5251	19.98		
01/16	01/15	SHADE EQUIPMENT CO-WINCHEWINCHESTER VA	24412909025027012243463	5599	115.95		
01/28	01/25						
						Total Activity	17,978.24
TYRRELL, DAVE							
Account Number: XXXX-XXXX-XXXX-							
01/03	01/02	DS SERVICES STANDARD COFF800-4928377 GA	24717059002170021943302	5199	11.79		



18390310 - 016863 - 0003 - 0003 - 2

Transactions

Posting Transaction			Reference Number	MCC	Charge	Credit
Date	Date	Description				
01/03	01/02	ROBERTS OXYGEN CO BR 00 800-6263433 MD	24755429003640030586935	5085	130.10	
01/04	01/02	GERALD TAYLOR CO INC 301-5822800 MD	24142029003900012200016	0780	1,536.65	
01/08	01/07	IN *CONSOLIDATED ELECTRIC540-6625994 VA	24692169007100934383693	1731	242.00	
01/08	01/07	JOINER MICRO LABORATORIE 540-347-7212 VA	24435659008200389000072	7399	2,025.00	
01/09	01/08	JOINER MICRO LABORATORIE 540-347-7212 VA	24435659009200389100038	7399	1,875.00	
01/10	01/09	SQ *INSTRULOGIC LLC 877-417-4551 VA	24492159009740227664936	7392	929.76	
01/10	01/08	MCMaster-CARR 630-834-9600 IL	24789309009735200126716	5085	328.20	
01/14	01/11	COMMONWEALTH OF VA DEPT O804-7860447 VA	24755429012120128004165	9399	1,492.20	
01/14	01/11	MCMaster-CARR 630-834-9600 IL	24789309013752500140432	5085	189.18	
01/15	01/13	HACH COMPANY 9706631377 CO	24801999014018010288033	5085	36.44	
01/15	01/14	DS SERVICES STANDARD COFF800-4928377 GA	24717059014170141267885	5199	30.45	
01/16	01/15	WAV*LANDCARE PROPERTY MAI703-8011868 VA	24906419015066696823773	0780	1,420.00	
01/16	01/15	ROBERTS OXYGEN CO BR 00 800-6263433 MD	24755429016640160737576	5085	16.50	
01/17	01/15	CARMEUSE LIME & STON PITTSBURGH PA	24258029016018010487561	5039	4,169.94	
01/23	01/22	COYNE CHEMICAL CROYDON PA	24137469022200141719859	5169	2,701.58	
01/25	01/24	IN *SELECT SPECIALTY PROD434-2963937 VA	24692169024100330372844	5169	162.06	
01/25	01/24	VA DPOR 804-3678597 VA	24755429024170248258379	9399	50.00	
01/28	01/25	HACH COMPANY 9706631377 CO	24801999027018010634355	5085	416.62	
01/29	01/28	AMZN Mktp US*MB6IN22B1 Amzn.com/blllWA	24692169028100356812463	5942	214.77	

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	0.00%	\$0.00	\$0.00
CASH	0.00%	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Attachment 8

TOWN COUNCIL
MOTION FOR APPROVAL
AMENDING THE 2018-2019 FISCAL YEAR BUDGET OF
THE TOWN OF BERRYVILLE

Date: March 12, 2019

Motion By:

Second By:

I hereby move the Council of the Town Of Berryville amended the FY 19 Budget as follows:

General Fund Balance (Line Item 100-3000000-0000) be increased by \$35,000.00 to be taken from Storm Water Reserves.

This income will fund the following Capital Project:

General Fund Expense Capital Outlay – Storm Water Mitigation (Line Item 100-4094200-8919) \$35,000.00.

VOTE:

Aye:

Nay:

Absent:

Abstain:

ATTEST: _____
Harry L. Arnold, Jr., Recorder

Attachment 9



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

MEMO

DATE: 03/04/2019

TO: Town Council

FROM: Chief W. Neal White

CC:

RE: Police Department Monthly Report – 03/12/2019

Monthly Activity Report

The activity report for the month of February 2019 is attached to this memo.

Public Safety Committee

The Public Safety Committee held a meeting on February 27, 2019 and the minutes of the meeting can be found in the consent agenda. The next scheduled meeting for the Committee is April 24, 2019 at 2:00 pm in the A/B meeting room.



Berryville Police Department

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 (540) 955-3863 (540) 955-0207 (Fax)
 W. Neal White – Chief of Police

Police and Security Report

	Year To Date	February	January
Month: February	2019	2019	2019
Year: 2019			
<u>Complaints Answered</u>			
911 Hang Up:	1	1	0
Alarms:	33	21	12
Animal Complaint:	20	10	10
Assault and Battery:	0	0	0
Assist County:	6	1	5
Auto Larceny:	0	0	0
Burglary:	1	1	0
Civil Complaints:	18	8	10
Disturbance:	4	1	3
Domestic Disturbance:	2	0	2
Drunk In Public:	2	1	1
Forgery & Uttering:	0	0	0
Fraud:	5	3	2
Larceny:	6	4	2
Harassment/Intimidation:	4	3	1
Homicide:	0	0	0
Juvenile Related:	5	1	4
Noise:	5	3	2
Public Service:	3	1	2
Rape:	0	0	0
Robbery:	0	0	0
Runaway:	0	0	0
Shoplifting:	0	0	0
Suspicious Activity:	25	15	10
Trespassing:	1	1	0
Vandalism:	7	4	3
Welfare Check:	18	12	6
Miscellaneous Complaints:	169	77	92
Total Complaints Answered:	335	168	167



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W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date 2019	February 2019	January 2019
<u>Traffic</u>			
Accidents Investigated:	7	3	4
Assist Motorist:	0	0	0
Child Safety Seat Install:	1	0	1
Funeral Escort:	3	2	1
Hit & Run:	0	0	0
Parking Tickets:	283	127	156
Traffic Warnings:	71	29	42
<u>Traffic Summons Issued</u>			
Defective Equipment:	0	0	0
Driving Suspended:	0	0	0
Expired Inspection:	17	6	11
Expired Registration:	7	3	4
Fail to Obey Highway Sign:	8	4	4
Fail to Obey Traffic Signals:	3	3	0
Fail to Stop/Lights & Siren:	0	0	0
Fail to Yield Right of Way:	0	0	0
Hit and Run:	0	0	0
No Liability Insurance:	0	0	0
No Operator's License:	4	0	4
No Seat Belt:	0	0	0
Reckless Driving:	0	0	0
Speeding:	26	12	14
Miscellaneous Summons:	8	4	4
Total Traffic Summons Issued:	73	32	41
<u>Found Open at Businesses in Town</u>			
Doors:	4	2	2
Windows:	0	0	0
Garage Doors:	0	0	0



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W. Neal White – Chief of Police

Police and Security Report (Continued)

	Year To Date	February	January
	2019	2019	2019
<u>Criminal Arrests Made</u>			
Abduction:	0	0	0
Arson:	0	0	0
Assault and Battery:	4	2	2
Assault and Battery on Police Officer:	0	0	0
Auto Larceny:	0	0	0
Breaking and Entering:	0	0	0
Capias:	0	0	0
Disorderly Conduct:	0	0	0
Driving While Intoxicated:	0	0	0
Drunk In Public:	2	2	0
Fail to Obey Police Officer:	0	0	0
Fail to Pay Parking Ticket:	1	0	1
Forgery:	0	0	0
Fraud:	2	0	2
Grand Larceny:	0	0	0
Homicide:	0	0	0
Illegal Drugs/Paraphernalia:	4	3	1
Petty Larceny:	0	0	0
Possess Alcohol Underage:	0	0	0
Protective Order Violations:	0	0	0
Rape:	0	0	0
Resisting Arrest:	0	0	0
Robbery:	0	0	0
Shoplifting:	0	0	0
Trespassing:	0	0	0
Vandalism:	0	0	0
Weapons Violation:	0	0	0
Miscellaneous Criminal Arrests:	5	3	2
Juvenile Detention Order Totals:	0	0	0
Total Criminal Arrests:	18	10	8

Attachment 10

Memo

To: Town Council
From: David Tyrrell
Date: March 5, 2019
Re: February 2019 Operations Report

The water treatment plant complies for February 2019 with its monthly parameters per data available to date. We sent 8.325 MG of water to the system with an average of 0.362 MGD and a daily max of 0.499 MG.

Rains continue to cause issues with operations with wildly fluctuating river conditions creating issues with proper chemical feeds. We continue to provide a quality product.

With the acquisition of a new welder we have been going to town making repairs. The old door frames to the WTP have had their rusted sections cut off and new sections fabricated. Once weather breaks we will paint and replace hardware. Additional repairs have been made to hypo pump shelving, several supports for monitoring equipment, a new permanganate mixer and pump stand is being built, and other repairs made as needed. In the process of making these repairs problems with the WTP metal building have been brought to light which are in need of being addressed.

In addition we have replaced several non-working exterior lights with new LED units which are providing much better lighting.

The water plant did undergo its yearly inspection by VDH today March 5, 2019. VDH inspectors were accompanied by two EPA employees looking to learn more about smaller plant inspections. Inspections appear to have gone well.

We completed 97 maintenance work orders scheduled for the water treatment plant, tanks, and booster station in January.

Drought Conditions: There are no concerns for drought at this time.

The wastewater plant complies with its discharge permit for January per data received to date. We treated a total of 20.65 MG with a daily average of 0.74 MGD and a daily max of 1.32 MG. As a reminder our dry weather flows at the wastewater plant are around 0.3 MGD for comparison.

Wet weather has continued to plague the operations of the STP but are still producing a quality effluent.

Repairs to the temperature control valve that blew apart last month have been completed. We did find that the carbon source lines were clogged with years of debris inherent to the carbon source. The lines have been torn down and flushed and are back in full service. We also had an issue with clogging in the Alum feed line which has been cleared and back in service. The Raw sewage sample is out of service. Looking into possible repair/replacement. Two of our laboratory instruments died requiring replacement. They were our portable DO meter used for measuring dissolved oxygen and the bench top spectrophotometer used for reading process control test results.

We are in the process of submitting the renewal paperwork for the STP discharge permit. Some additional testing was required which we completed in February and will be submitting the paper work for the new permit during the month of March.

We completed 182 scheduled workorders. We also dewatered 129,374 gallons of biosolids.

Attached for review are the DMR data reports for the wastewater plant with data received to date, the water plant page 1 operations report for VDH, and the latest membrane condition report from Suez. Please note that all data for the STP has not yet been received from the laboratory.

Town of Berryville
PWSID 2043125

Flows and Chemical Dosages

February 2019

No. Connections Served: 1604
Population Served: 4185

DATE	Raw Water Treated MGD	Finished Water Produced MGD	Finished Water Delivered MGD	Hours in Service	Raw Water Chemicals						Finished Water Chemicals											
					Alum	Carbon	Chlorine	Fluoride	Polymer	KMnO4	Soda Ash	Chlorine	Corr. Inhibitor									
	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L	Lbs per Day	mg/L						
1	0.427		0.361	12.0	61	17.1	2	0.6	6.9	1.94	0.060	0.017	2	0.6		8.5	2.4					
2																						
3	0.175		0.156	5.1	0	0.0	0	0.0	3.3	2.26	0.020	0.014	1.0	0.7		5.4	3.7					
4	0.506		0.448	14.2	61	14.4	2	0.6	6.9	1.64	0.070	0.017	2.5	0.6		12.1	2.9					
5	0.535		0.477	15.3	30	6.8	2	0.5	7.0	1.57	0.080	0.018	2.7	0.6		20.9	4.7					
6	0.491		0.419	13.3	30	7.4	3	0.8	10.0	2.43	0.070	0.017	2.3	0.6		9.8	2.4					
7	0.511		0.449	14.4	25	5.9	2	0.6	6.9	1.62	0.070	0.016	2.5	0.6		18.0	4.2					
8	0.36		0.320	10.3	25	8.4	2	0.7	6.7	2.23	0.050	0.017	1.4	0.5		12.8	4.3					
9																						
10	0.518		0.469	15.5	76	17.6	2	0.6	6.9	1.60	0.071	0.016	5.8	1.3		14.3	3.3					
11	0.545		0.481	15.5	20	4.5	3	0.6	10.1	2.22	0.075	0.016	5.8	1.3		17.5	3.9					
12	0.514		0.456	15.0	56	13.0	4	0.8	6.9	1.61	0.075	0.017	5.6	1.3		15.7	3.7					
13	0.478		0.407	14.0	61	15.3	2	0.5	6.8	1.71	0.075	0.019	5.2	1.3		14.9	3.7					
14	0.349		0.312	10.0	35	12.2	4	1.2	6.6	2.27	0.044	0.015	3.7	1.3			0.0					
15	0.281		0.239	8.0	35	15.1	0	0.2	3.5	1.49	0.040	0.017	3.0	1.3		4.6	2.0					
16	0.226		0.189	6.5	25	13.4	2	1.3	3.4	1.80	0.039	0.021	0.9	0.5			0.0					
17	0.192		0.045	5.8	25	15.8	2	1.0	3.3	2.06	0.046	0.029	0.8	0.5		114.7	71.6					
18	0.547		0.490	16.0	46	10.0	11	2.3	6.9	1.52	0.082	0.018	2.8	0.6		21.4	4.7					
19	0.412		0.368	12.3	30	8.9	0	0.0	6.8	1.97	0.060	0.017	2.1	0.6		12.9	3.7					
20	0.363		0.319	11.0	25	8.4	3	1.1	6.7	2.21	0.055	0.018	1.9	0.6		58.8	19.4					
21	0.257		0.228	7.5	20	9.5	2	0.9	3.5	1.62	0.039	0.018	1.3	0.6		4.6	2.1					
22																						
23																						
24	0.489		0.368	15.0	35	8.7	4	1.0	6.7	1.64	0.132	0.032	2.5	0.6		18.6	4.5					
25	0.498		0.410	17.0	66	15.9	3	0.8	6.9	1.67	0.070	0.017	3.9	0.9		12.1	2.9					
26	0.489		0.415	15.0	56	13.7	4	0.9	6.8	1.66	0.066	0.016	2.8	0.7		15.2	3.7					
27	0.563		0.499	17.5	56	11.9	4	0.9	6.7	1.43	0.083	0.018	8.7	1.9		17.8	3.8					
28																						
29																						
30																						
31																						
Total	9.726	0.000	8.325	286.0	902	253.9	64	17.6	0.0	0.00	146.1	42.2	1.47	0.421	71	19.3	0.0	0.00	430.5	167.64	0.0	0.00
Maximum	0.563	0.000	0.499	17.5	76	17.6	11	2.3	0.0	0.00	10.1	2.4	0.13	0.032	9	1.9	0.0	0.00	114.7	71.60	0.0	0.00
Minimum	0.175	0.000	0.045	5.1	0	0.0	0	0.0	0.0	0.00	3.3	1.4	0.02	0.014	1	0.5	0.0	0.00	4.6	0.00	0.0	0.00
Average	0.423	0.000	0.362	12.4	39	11.0	3	0.8	#####	#####	6.4	1.8	0.06	0.018	3	0.8	#####	#DIV/0!	20.5	6.85	#####	#####

SIGNED: (OPERATOR IN RESPONSIBLE CHARGE)
David A. Tyrrell
Class 1
1955002813

RAW WATER SOURCE(S) USED DURING MONTH: (SOURCE/DATES)
Shenandoah River - Entire Month

Berryville STP Report

July 1 - July 31 2018

UF 1 KPI Summary

Parameter	Health	Std. Dev	Points	Avg	LL	LCL	UCL	HH	Max	Min
FluxBeforeBP	●	1.36	394	8.563	--	--	12.23	16.3	13.418	1.52
PermeateTurbidityAfterBP	●	0.0	394	0.18	0	--	0.9	1	0.186	0.176
TCPermeabilityBeforeBP	●	4.04	394	21.229	4	6	--	--	37.85	3.642
TMPBeforeBP	●	0.14	394	0.637	--	--	7	8	1.014	0.245
TotalPermeateFlowDaily		50381.78	7	244818.28 6	--	--	--	--	319486.0	189198.0

UF 2 KPI Summary

Parameter	Health	Std. Dev	Points	Avg	LL	LCL	UCL	HH	Max	Min
FluxBeforeBP	●	1.43	392	8.534	--	--	12.23	16.3	13.424	1.558
PermeateTurbidityAfterBP	●	0.0	392	0.133	0	--	0.9	1	0.152	0.129
TCPermeabilityBeforeBP	●	1.77	392	14.715	4	6	--	--	22.057	4.444
TMPBeforeBP	●	0.19	392	0.9	--	--	7	8	1.613	-0.153
TotalPermeateFlowDaily		49040.29	7	240031.57 1	--	--	--	--	313487.0	185756.0

UF 3 KPI Summary

Parameter	Health	Std. Dev	Points	Avg	LL	LCL	UCL	HH	Max	Min
FluxBeforeBP	●	1.51	391	8.554	--	--	12.23	16.3	13.914	1.253
PermeateTurbidityAfterBP	●	0.0	391	0.18	0	--	0.9	1	0.201	0.176
TCPermeabilityBeforeBP	●	0.89	391	15.715	4	6	--	--	19.461	11.803
TMPBeforeBP	●	0.19	391	0.84	--	--	7	8	1.536	0.138
TotalPermeateFlowDaily		58784.8	7	241384.42 9	--	--	--	--	343269.0	169778.0

UF 4 KPI Summary

Parameter	Health	Std. Dev	Points	Avg	LL	LCL	UCL	HH	Max	Min
FluxBeforeBP	●	1.63	403	8.68	--	--	12.23	16.3	13.248	1.567
PermeateTurbidityAfterBP	●	0.0	403	0.171	0	--	0.9	1	0.177	0.167
TCPermeabilityBeforeBP	●	2.51	403	20.091	4	6	--	--	49.912	14.62
TMPBeforeBP	●	0.16	403	0.668	--	--	7	8	1.113	-0.183
TotalPermeateFlowDaily		55628.59	7	241245.71 4	--	--	--	--	337360.0	179230.0

UF Plant KPI Summary

Parameter	Health	Std. Dev	Points	Avg	LL	LCL	UCL	HH	Max	Min
PermeateTemperature	●	0.34	600	40.467	32	--	100	110	41.118	39.692
TotalPermeateFlowDaily	●	212537.37	7	967480.0	--	--	1100000	2100000	1313602.0	728626.0

UF 1 KPI Summary

Parameter	LL	LCL	UCL	HH	Feb 22	Feb 23	Feb 24	Feb 25	Feb 26	Feb 27	Feb 28
FluxBeforeBP	--	--	12.23	16.3	8.088	8.478	8.491	9.908	8.127	8.067	8.561
PermeateTurbidityAfterBP	0	--	0.9	1	0.181	0.18	0.18	0.179	0.178	0.179	0.18
TCPermeabilityBeforeBP	4	6	--	--	21.443	20.441	19.668	21.458	22.565	22.119	20.557
TMPBeforeBP	--	--	7	8	0.592	0.64	0.67	0.728	0.582	0.582	0.66
TotalPermeateFlowDaily	--	--	--	--	189198.0	243422.0	285076.0	319486.0	275384.0	207300.0	--

UF 2 KPI Summary

Parameter	LL	LCL	UCL	HH	Feb 22	Feb 23	Feb 24	Feb 25	Feb 26	Feb 27	Feb 28
FluxBeforeBP	--	--	12.23	16.3	7.974	8.352	8.574	9.991	8.037	8.072	8.198
PermeateTurbidityAfterBP	0	--	0.9	1	0.133	0.133	0.133	0.132	0.133	0.134	0.135
TCPermeabilityBeforeBP	4	6	--	--	14.425	14.939	14.664	14.326	15.065	14.736	15.277
TMPBeforeBP	--	--	7	8	0.857	0.864	0.899	1.08	0.83	0.857	0.831
TotalPermeateFlowDaily	--	--	--	--	191103.0	236742.0	281484.0	313487.0	266886.0	204763.0	--

UF 3 KPI Summary

Parameter	LL	LCL	UCL	HH	Feb 22	Feb 23	Feb 24	Feb 25	Feb 26	Feb 27	Feb 28
FluxBeforeBP	--	--	12.23	16.3	7.972	8.354	8.492	10.156	8.167	7.883	8.075
PermeateTurbidityAfterBP	0	--	0.9	1	0.182	0.181	0.18	0.179	0.179	0.18	0.18
TCPermeabilityBeforeBP	4	6	--	--	15.975	15.931	15.673	14.701	15.922	16.24	16.217
TMPBeforeBP	--	--	7	8	0.763	0.8	0.826	1.068	0.8	0.745	0.762
TotalPermeateFlowDaily	--	--	--	--	190071.0	235023.0	280887.0	343269.0	256764.0	213899.0	--

UF 4 KPI Summary

Parameter	LL	LCL	UCL	HH	Feb 22	Feb 23	Feb 24	Feb 25	Feb 26	Feb 27	Feb 28
FluxBeforeBP	--	--	12.23	16.3	7.969	8.471	8.628	10.359	8.45	7.895	8.133
PermeateTurbidityAfterBP	0	--	0.9	1	0.171	0.171	0.17	0.17	0.17	0.171	0.173
TCPermeabilityBeforeBP	4	6	--	--	20.721	20.208	20.237	19.6	20.408	19.58	19.542
TMPBeforeBP	--	--	7	8	0.596	0.646	0.648	0.821	0.653	0.617	0.613
TotalPermeateFlowDaily	--	--	--	--	186122.0	239254.0	278026.0	337360.0	256649.0	212079.0	--

UF Plant KPI Summary

Parameter	LL	LCL	UCL	HH	Feb 22	Feb 23	Feb 24	Feb 25	Feb 26	Feb 27	Feb 28
PermeateTemperature	32	--	100	110	40.584	40.831	40.776	40.171	40.081	40.321	40.608
TotalPermeateFlowDaily	--	--	1100000	2100000	756494.0	954441.0	1125473.0	1313602.0	1055683.0	838041.0	--

UF 1 KPI Summary

Parameter	Health	%In	Std. Dev	Points	Avg
FluxBeforeBP		83 %	2.81	1589	9.246
PermeateTurbidityAfterBP		100 %	0.03	1589	0.218
TCPermeabilityBeforeBP		100 %	5.61	1574	29.185
TMPBeforeBP		100 %	0.16	1589	0.396
TotalPermeateFlowDaily		100 %	166969.23	32	204388.281

UF 2 KPI Summary

Parameter	Health	%In	Std. Dev	Points	Avg
FluxBeforeBP		81 %	2.74	1625	9.338
PermeateTurbidityAfterBP		99 %	0.15	1625	0.252
TCPermeabilityBeforeBP		100 %	6.11	1623	22.243
TMPBeforeBP		100 %	0.27	1625	0.56
TotalPermeateFlowDaily		100 %	166903.49	32	210127.594

UF 3 KPI Summary

Parameter	Health	%In	Std. Dev	Points	Avg
FluxBeforeBP		91 %	2.71	1522	8.944
PermeateTurbidityAfterBP		100 %	0.04	1522	0.223
TCPermeabilityBeforeBP		29 %	6.57	1521	7.594
TMPBeforeBP		99 %	1.47	1522	2.27
TotalPermeateFlowDaily		100 %	161289.53	32	186948.281

UF 4 KPI Summary

Parameter	Health	%In	Std. Dev	Points	Avg
FluxBeforeBP		86 %	2.65	1524	9.24
PermeateTurbidityAfterBP		100 %	0.02	1524	0.158
TCPermeabilityBeforeBP		100 %	4.67	1516	27.667
TMPBeforeBP		100 %	0.15	1524	0.406
TotalPermeateFlowDaily		100 %	173164.69	32	196422.531

UF Plant KPI Summary

Parameter	Health	%In	Std. Dev	Points	Avg
PermeateTemperature		100 %	2.79	2976	56.357
TotalPermeateFlowDaily		78 %	654015.0	32	797886.688

Attachment 11

Report of the Department of Public Works

March 6, 2019

We experienced one water break last month. This break occurred on the two inch line that supplied water to a property on First Street. Public Works personnel repaired the break by replacing the lateral from the main to the property line.

We answered several calls last month for possible frozen meters. In all the calls we answered we found all the problems to be on the homeowner's side of the meter.

We opened bids on the renovation of the Public Works shop last month. Pine Knoll construction was the low bidder and was awarded the contract. They started the demolition phase of the project on March 6.

The McDonalds Restaurant project is now underway. The footers have been poured and the storm sewer inside the property is being installed. If the weather cooperates they hope to pour the concrete slab later this week. The water main for this project is located in the intersection of McNeil & Mosby Blvd. During my last conversation with the contractor they stated they hope to do the required work for the water line when Shop N Save is closed down for the changeover to Martins. The amount of lane closure that will be needed to complete the work is going to affect the flow of traffic from North Buckmarsh to Mosby Blvd. By doing it at the same time while the renovation of Martins Store should help ease some traffic flow. Clarke County Public Schools will receive prior notice of this street closure.

We experienced several rounds and snow and ice events last month. We had no major breakdowns or equipment failures during the events. We have washed and serviced all of our snow removal equipment and are ready for the next winter weather event.

Attachment 12

March 12, 2019
Discussion

Social Media – Policy / Archiving

At its February meeting, the Town Council approved the social media policy to make sure that a policy was in place but acknowledged that it may have to be amended.

Please find attached a draft with revisions requested by legal counsel and staff.

Recommended action

Approve revisions to the Social Media Policy

Town Council Report 2/12/19

Attachment:

- Draft Social Media Policy

The Personnel Committee discussed this matter in some detail at their January 22 meeting. The Committee made changes to the draft social media policy in order to permit appointed officials to have social media sites where they use their Town titles and discuss Town business.

The Committee agreed to:

- Move the draft agenda to legal review
- Place before the Town Council for discussion the amended policy, an archiving solution, cooperation with the County to provide a social media presence, and to request that the Community Development Committee consider developing a Social Media Strategy for the Town.

Legal review of the policy has not yet occurred because the policy was not revised in time for review before the packet was developed. It is unknown whether the review can occur prior to the Council meeting.

It is expected that the cost of the archiving service will be between \$200 -250 per month.

Recommended Action

- Authorize the Town Manager to choose an archiving service and to contract for those services.
 - Authorize the Town Manager to work with Clarke County in an effort to develop agreement on working cooperatively on social media.
 - If legal review has been completed, review and approve the Social Media Policy.
-

Report to Personnel Committee 1/22/19

Attachments

- Draft Social Media Policy

Recommended Approach

Staff recommends that the Committee and Council address its social media needs in the following manner:

- Adopt a Social Media Policy (draft attached)
- Contract to have official social media account content archived
- Work cooperatively with the County of Clarke to provide a social media presence

Social Media Policy

The Committee last reviewed this matter on October 23, 2018.

Staff recommends that the Committee forward the attached draft Social Media Policy to the Council for review/approval.

Content Archiving

With the Social Media Policy in place, staff will contract with a firm to archive content of official sites. There are several Town Council members who desire having such a site.

Staff recommends that this service be secured as soon as possible with the expenses paid from GF Contingency Funds. The cost for next years' service would be included in the proposed FY20 budget (it is expected that the line item for this expenditure will be less than \$3,000).

Work Cooperatively with Clarke County

Staff would like to discuss the concept of working with Clarke County to address our social media communication needs. In short, we would seek agreement with the County to have Town content posted on County sites (staff would also like to examine a County/Town E-Newsletter as well). To do this, County Administrator and the Town Manager would have to establish the rules for providing the information, expectations for posting, and contribution to the County for providing the service.

Staff is of the opinion that working with the County will be more cost effective than training and assigning a Town staff member to maintain social media sites. Further, staff is also of the opinion that neither the Town nor County generates enough content to keep followers engaged; therefore, combining content would be beneficial to both organizations.

Recommended Action

Staff requests that the Committee forward a draft social media policy to the Council, request that the Town Council direct the Town Manager to secure archiving services, and request that the Council authorize the Town Manager to pursue agreement with the County regarding posting Town content on County social media sites.

BERRYVILLE TOWN COUNCIL

MOTION TO ADOPT AMENDMENTS TO THE SOCIAL MEDIA
POLICY

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville adopt the attached revisions to the Social Media Policy.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

Town of Berryville Social Media Policy

Drafts
May 30, 2018
Version 1.1

June 6, 2018
Version 1.2

August 21, 2018
Version 1.3

October 18, 2018
Version 2.0

January 11, 2019
Version 3

February 7, 2019
Version 3.1

February 26, 2019
Version 3.2

March 12, 2019
Version 3.3

I. INTERNAL POLICY

A. Purpose

This document defines the social media and social networking policy for Town of Berryville (Town) to address the fast-changing landscape of the Internet and the way the Town and its elected and appointed officials reach a broader audience.

This policy is intended to ensure that official social media and social networking use complies with applicable law.

B. Applicability

This policy shall apply to:

- Use of personal social media sites (including social networking and Web 2.0) by Town officials and employees; hereinafter referred to as Personal Social Media Site (see Section C below)
- Use of social media sites (including social networking and Web 2.0) by elected and appointed officials on which they utilize their Town Titles and discuss Town related business; hereinafter referred to as Elected/Appointed Official's Social Media Site (see Section D below).
- Use of approved official Town social media sites (including social networking and Web 2.0) by Town employees; hereinafter referred to as Town Social Media Site (See Section E below).

C. Use of Personal Social Media Sites by Town Officials and Employees

All Town officials (elected or appointed) and employees may have Personal Social Media sites on which they do not use their titles and do not discuss Town related business. These sites should remain personal in nature and be used to share personal opinions or non-work related information.

Town officials and employees shall not use their title or Town e-mail account or password in conjunction with a Personal Social Media Site.

If a Town official or employee decides to comment or post about Town business on their Personal Social Media Site, then it is recommended that the official or employee use a disclaimer such as: "The postings on this site are my own and don't reflect or represent the opinions or positions of the Town of Berryville."

D. Use of Elected/Appointed Official's Social Media Sites

Town Elected and Appointed Officials may maintain Elected/Appointed Official's Social Media Sites on which they utilize their Town titles and discuss Town business.

All Town-related communication through Elected/Appointed Official's Social Media Sites shall be maintained and archived in accordance with the provisions

of this policy and applicable law and should remain professional in nature and content.

Elected/Appointed Official's Social Media Sites should not be used to conduct private commercial transactions, or engage in private business activities.

Officials should be mindful that their usage of Elected/Appointed Official's Social Media Sites is subject to the Virginia Freedom of Information Act (FOIA). The official is responsible for maintaining his/her site in a manner consistent with law.

Officials are encouraged to use a disclaimer such as: "The postings on this site are my own and do not represent the opinions or positions of the Berryville Town Council or Town of Berryville." on their Elected/Appointed Official's Social Media Site.

E. Publishing Content on Town Social Media Sites

Only individuals authorized by the Town Manager may publish content to a Town Social Media Site.

All posts or comments made on behalf of the Town shall conform to this policy and guidelines provided by the Town Manager.

Town Social Media Sites shall not be used for political purposes, to conduct private commercial transactions, or to engage in private business activities.

Town employees should be mindful that inappropriate usage of Town Social Media Sites can be grounds for disciplinary action. If social media, Web 2.0, and other social computing technologies are used for official Town business, then the entire site, regardless of any personal views, is subject to best practices guidelines, and standards; including but not limited to the FOIA.

~~F. Social Media Sites prohibited~~

~~Town Employees shall not maintain social media, Web 2.0, and social computing technologies on which they utilize their Town titles and discuss Town business.~~

F. ~~G. Social Media Site Approval and Content Archiving~~

All Town Social Media Sites shall be (1) approved by the Town Manager; (2) published using approved social networking platform and tools; (3) administered by the Town Clerk or other official designated as administrator by the Town Manager; and (4) archived in a manner that conforms to the requirements of FOIA and other applicable legal requirements.

The content of all Town Social Media Sites shall be archived in accordance with applicable law and the requirements of this policy.

All Town Officials who maintain Elected/Appointed Official's Social Media Sites shall report them to the Town Manager and the Town Clerk immediately upon activation of the site. The Elected/Appointed Official responsible for the

information required for the archiving regimen approved by the Town Council. The content of such sites shall be archived in accordance with applicable law.

G. **H. Oversight and Enforcement**

Employees representing the Town on Town Social Media Sites must maintain a high level of ethical conduct and professional decorum. Failure to do so is grounds for revoking the privilege to post to on Town sites and disciplinary action.

Information must be presented following professional standards for good grammar, spelling, brevity, clarity and accuracy, and avoid jargon, obscure terminology, or acronyms.

Town employees shall recognize that the content and messages they post on Town Social Media Sites are public and may be cited as official Town statements. Social media, Web 2.0, or other social computing technologies shall not be used to circumvent other Town policies or requirements.

Town employees representing the Town through Town Social Media Sites may not publish information that includes:

- Violations of local, state or federal Law
- Sexually explicit content
- Confidential information
- Copyright violations
- Profanity or derogatory content or comments
- Partisan political views
- Commercial endorsements or SPAM
- Other content designated as prohibited by the Town

H. **I. Records Retention**

Town Social Media Sites and Elected/Appointed Official's Social Media Sites contain communications sent to or received by the Town and such communications are therefore public records subject to Virginia Freedom of Information Act. These retention requirements apply regardless of the form of the record (for example, digital text, photos, audio, and video).

The department or official maintaining a site shall preserve records pursuant to a relevant records retention schedule for the required retention period in a format that preserves the integrity of the original record and is easily accessible. Furthermore, retention of social media records shall fulfill the following requirements:

- Social media records are captured with a frequency and in a fashion that will minimize potential loss of data due to deletion and/or changes on the social networking site.
- Social media records are archived in a manner that preserves the context of communications, including conversation threads, to ensure completeness and availability of relevant information when records are accessed.
- Social media records are indexed based on specific criteria such as date, content type, and keywords to ensure that records can be quickly located and produced in an appropriate format for distribution (e.g. PDF).

I.

J. Cooperation with other organizations

Nothing in this policy shall be construed to prevent the Town from working with another party, such as the County of Clarke, to provide a social media presence; provided that legal requirements, including archiving, are met.

II. EXTERNAL POLICY

The following guidelines shall be displayed to users on all Town Social Media Sites or made available by hyperlink. Further, it is recommended that the following guidelines be displayed to users on all Elected/Appointed Official's Social Media Sites or made available by hyperlink.

Moderation of Third Party Content

This site serves as a *limited public forum* and all content published is subject to monitoring. User-generated posts will be rejected or removed **from view** when the content:

- is off-subject or out of context
- contains obscenity or material that appeals to the prurient interest
- contains personal identifying information or sensitive personal information
- contains offensive terms that target protected classes
- is threatening, harassing or discriminatory
- incites or promotes violence or illegal activities
- contains information that reasonably could compromise individual or public safety
- advertises or promotes a commercial product or service, or any entity or individual
- promotes or endorses political campaigns or candidates

Public Records Law

Town Social Media Sites and Elected/Appointed Official's Social Media Sites are subject to applicable the Virginia Freedom of Information Act. Any content maintained in a social media format related to Town business, including communication posted by the Town and communication received from citizens, is a public record. ~~The department or official maintaining the site is responsible for responding completely and accurately to any public records request for social media content.~~

Attachment 13

March 12, 2019

Job Description – Assistant Town Manager for Admin. / Treasurer Discussion

Desi Moreland will retire from her position on September 30, 2019. The Assistant Town Manager for Administration / Treasurer is hired by and serves at the pleasure of the Town Council.

The Town Council will begin the process of filling this important position soon. It is expected that the position will be advertised on or before March 25, 2019.

The Personnel, Appointments, and Policy Committee reviewed the Assistant Town Manager for Administration / Treasurer job description and wishes to discuss the matter with the entire Council. Because the position is to be advertised this month, the job description must be approved by the Town Council at its March meeting.

The Committee identified several issues in the draft that have been revised; however, they identified several matters that are still being reviewed. Those outstanding issues include: enumeration of human resources responsibilities, adding parameters for asset/cash management duties, and inclusion of any language the position's role as a fiduciary agent. Staff is working to provide information to the Council on these matters. That additional information and an appropriate sample motion will be available to the Council at the meeting.

Attachments:

- Draft Assistant Town Manager for Administration / Treasurer job description (with revisions)
- Draft minutes of the 2/26/19 Personnel, Appointments, and Policy Committee
- Hiring schedule
- Position advertisement

Job Description

Job Title: Assistant Town Manager for Administration / Treasurer

Department: Administration

Supervisor: Town Manager

FLSA Status: Exempt

Prepared By: DAM

Prepared Date: 06-29-2017

Updated Date: 03-07-2019

Approved By:

Approved Date:

Summary

This Department Head position plans and directs the activities of the Administrative Department, supervises Administrative Department personnel, and performs related work as required. Serves as Town Treasurer. Performs or supervises performance of all accounting functions, including maintenance of fiscal records, preparation of financial statements and a variety of fiscal and statistical reports; assists the Town Manager with preparation of the CIP and annual budgets; acts as purchasing agent; Assists Town Manager as needed.

In absence of the Town Manager and the Assistant Town Manager for Community Development & Operations, position coordinates administration of town operations.

Position is appointed by Town Council for an indefinite term and serves at the pleasure of Town Council.

Essential Duties and Responsibilities include the following. Other duties may be assigned by Supervisor.

- Administers and directs the activities of the Finance and Administration Department within approved budgetary limits and town purchasing policy requirements, supervises Administrative Department personnel, and performs related work

TREASURER DUTIES

Serves as Town Treasurer and performs tasks as prescribed in the Code of Virginia and the Berryville Code. Oversees receipt of all taxes, license taxes, assessments and other monies, revenues and funds belonging to the town and assures deposit of same as directed by the Town Manager or Town Council. Maintains fund accounts and monitors and maintains fund investments. Pays all approved bills and accounts related to the town. Prepares monthly trial balance, revenue and expense reports and cash fund analysis for Town Council. Co-signs accounts payable checks

- Balances monthly bank statements
- Balances general ledger
- Initiates collection of delinquent taxes and fees
- Processes ACH Transfers

- Compiles financial records for the annual audit and shall assist the auditor as requested
- Reviews all bills presented for payment and prepares list for council approval
- Maintains and safeguards town financial files
- Advises the Town Manager and Town Officials on financial matters and keeps the Town Manager and keeps the Town Manager and Town Officials apprised of the financial condition of the Town
- Assists Town Manager in Capital Improvements Program budgeting process
- Initiates administrative and legal actions regarding violations of tax and fee related ordinances and regulations
- Attends meetings, as directed by the Town Manager or Town Council, most of which are after regular working hours and acts as staff advisor to the Town Council
- Creates and maintains the fixed asset inventory
- Serves as professional staff to Town Council and Budget and Finance Committee.

ASSISTANT TOWN MANAGER DUTIES

- Reviews time and attendance records prior to payroll processing
- Coordinates daily town administration in the Town Manager's and the Assistant Town Manager for Community Development & Operation's absence
- Performs responsible, highly technical work in the administration of town ordinances and regulations
- Authors ordinances and regulations and amendments to the above referenced regulations
- Assists Town Manager in annual budget preparation. Prepares budget calendar, compiles all departmental budget expenses requests, assists in revenue estimates, supplies year to date information, prepares salary requests and benefit estimates, prepares CIP information. Revises budget drafts as necessary and finalizes budget in accordance with the determinations of Town Council. Prepares budget synopsis for publication of same. Distributes approved budget
- Assists with or writes and administers certain grant applications. Serves as assistant grants coordinator for state/federal funding programs
- Addresses citizen complaints and concerns in a timely professional manner
- Reviews citizen requests for utility bill adjustments on behalf of the Town Manager
- Prepares annual departmental budget
- Organizes, maintains and safeguards departmental files

- Responds to surveys and questionnaires
- Coordinates special projects as assigned by Town Manager
- Maximizes office productivity through proficient use of appropriate software applications
- Researches and develops resources that create timely and efficient workflow
- Plans office layout, develops office budget, and initiates cost reduction programs
- Reviews clerical and personnel records to ensure completeness, accuracy, and timeliness
- Prepares activities reports for guidance of management
- Coordinates activities of various clerical departments or workers within department

PURCHASING AGENT DUTIES

- Serves as Town Purchasing Agent as set forth in Town purchasing policies
- Reviews and approves all purchase orders to determine availability of funds and conformity with Town and state purchasing policies
- Prepares purchase order requested for all administrative functions
- Prepares requests for bids or proposals as needed. Reviews and approves all bid documents for the town
- Interacts daily with the public and with vendors

DUTIES IN SUPPORT OF OTHER POSITIONS

- Provides backup to Finance Clerk for payroll and accounts payable functions
- Provides backup to the FOIA Officer (Town Clerk)
- Assists with human resources functions

OTHER DUTIES

- Other duties as assigned by the Town Manager

Supervisory Responsibilities

Supervises all Administrative Department personnel. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees in accordance with the Town's policies and directives of the Town Manager; and addressing complaints and resolving problems.

Position, as a member of top management team, assists Town Manager in supervising operations of all departments as necessary. In absence of Town Manager and the Assistant Town Manager for Community Development & Operations, position assumes supervision over Town personnel.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Analytical - Synthesizes complex or diverse information; collects and researches data; uses intuition and experience to complement data; designs work flows and procedures.

Continuous Learning - Assesses own strengths and weaknesses; seeks feedback to improve performance; pursues training and development opportunities; strives to continuously build knowledge and skills; shares expertise with others.

Job Knowledge - Competent in required job skills and knowledge; exhibits ability to learn and apply new skills; keeps abreast of current developments; requires minimal supervision; displays understanding of how job relates to others; uses resources effectively.

Use of Technology - Demonstrates required skills; adapts to new technologies; troubleshoots technological problems; uses technology to increase productivity; keeps technical skills up to date.

Design - Generates creative solutions; translates concepts and information into images; demonstrates attention to detail.

Problem Solving - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics.

Project Management - Develops project plans; coordinates projects; communicates changes and progress; completes projects on time and budget; manages project team activities.

Customer Service - Manages difficult or emotional customer situations; responds promptly to customer needs; solicits customer feedback to improve service; responds to requests for service and assistance; meets commitments.

Communications - Expresses ideas and thoughts verbally; expresses ideas and thoughts in written form; exhibits good listening and comprehension; keeps others adequately informed; selects and uses appropriate communication methods.

Cooperation - Establishes and maintains effective relations; exhibits tact and consideration; offers assistance and support to co-workers; works cooperatively in group situations; works actively to resolve conflicts.

Managing Customer Focus - Promotes customer focus; establishes customer service standards; provides training in customer service delivery; monitors customer satisfaction; develops new approaches to meeting customer needs.

Oral Communication - Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills; participates in meetings.

Teamwork - Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed.

Written Communication - Writes clearly and informatively; edits work for spelling and grammar; varies writing style to meet needs; presents numerical data effectively; able to read and interpret written information.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Bachelor's degree in accounting or related field from an accredited college or university; or equivalent with experience in accounting. A minimum of five years of related experience and an Associate's degree may be accepted in lieu of a Bachelor's degree. ~~A minimum of 10 years of related experience and course work in accounting may be accepted in lieu of a Bachelor's degree.~~

Must have extensive knowledge of the principles and practices of public accounting. Must have extensive experience with and knowledge of the Virginia Public Procurement Act. Must have experience in office procedures and organizational techniques. Must have extensive knowledge of bookkeeping methods and terminology and of accounting principles and practices. Must have extensive experience with computer accounting applications. Must be able to maintain financial accounts and prepare financial statements and reports.

Language Skills

Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or elected officials.

Mathematical Skills

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Must have extensive knowledge of public accounting principles.

Reasoning Ability

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills

To perform this job successfully, an individual should have knowledge of Accounting software; Database software; Internet software; Human Resource systems; Payroll systems; Spreadsheet software and Word Processing software.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk; sit and reach with hands and arms. The employee is regularly required to use hands to finger, handle, or feel. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job included close vision, color vision, and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

Background Investigation

The nature of this position requires examination and review of criminal history and credit history.

Drug and Alcohol Testing

Position is subject to testing as provided under the Town of Berryville Drug and Alcohol Testing Policy.

This job description is not intended to be all inclusive and the employee will also perform other reasonably related duties as assigned by immediate supervisor and other management as required.

The Town of Berryville reserves the right to revise or change job duties and responsibilities as the need arises. This job description does not constitute a written or implied contract of employment.

BERRYVILLE TOWN COUNCIL PERSONNEL COMMITTEE
Berryville-Clarke County Government Center
MINUTES
February 26, 2019

A meeting of the Berryville Town Council Personnel Committee was held on Tuesday, February 26, 2019 at 9:00 a.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance: Members of the Committee present: Jay Arnold, Chair; Erecka Gibson; Patricia Dickinson

Staff present: Keith Dalton, Town Manager; Christy Dunkle, Planner/Assistant Town Manager; Lisa Larrick, Town Clerk

Chair Arnold called the meeting to order at 9:00 a.m.

Approval of Agenda

Ms. Gibson made the motion to approve the agenda, seconded by Ms. Dickinson, the agenda was approved.

Update – Social Media Policy

Mr. Dalton advised the Committee they had a revised Social Media Policy which Mr. Mitchell will be reviewing prior to sending to Council. The Committee was in agreement with Staff proceeding.

Discussion – Job Description – Assistant Town Manager for Admin./Treasurer

Mr. Dalton advised the Committee that they had a new version of the Job Description for discussion.

Chairman Arnold asked if there were any questions/discussion from the Committee. The Committee and Staff discussed the following regarding the Job Description:

- the phrase “acts as staff advisor to the Town Council;”
- Treasurer duties regarding purchase orders;
- Treasurer duties regarding human resources functions;
- Education and experience level desired for position and removal of language minimum 10 years of related experience in lieu of Bachelor’s degree;
- Adding parameters for asset/cash management duties; and
- Treasurer as a fiduciary agent.

Mr. Dalton stated he would like to submit the revised job description to Council at the March 12, 2019 Council meeting. The Committee was in agreement.

The Committee and Staff discussed the following regarding the job add:

- Educational qualifications requested therein verses the qualifications in the job description;

- Salary range and attracting qualified applicants;
- Experience of the applicants; and
- Expectations of the position.

Discussion – Board Appointments/Vacancies

Ms. Dunkle said that three residents wished to be reappointed to their respective boards. Ms. Dunkle advised the Committee that Lillian Ledford had submitted a Talent Bank form to be on the Tree Board and said she would be great addition.

Ms. Gibson moved that the Committee recommend Matt Bass be re-appointed to the BADA for a three-year term ending June 30, 2022; Sharon Strickland be re-appointed to the Tree Board for a four-year term ending March 30, 2023; Satkuna Mathur be re-appointed to the Architectural Review Board for a four-year term ending June 30, 2023; and Lillian Ledford be appointed to the Tree Board for four-year term ending March 30, 2023.

Ms. Dickinson seconded the Motion.

Motion approved was approved by the Committee.

Other

None

Closed Session

There was no closed session scheduled.

Adjourn

There being no further business, Chair Arnold moved that the meeting be adjourned at 9:41 a.m.

Town Treasurer Hiring Schedule

Personnel Committee reviews job description and advertisement	26 February 2019
Town Council approves job description and advertisement	12 March 2019
Position advertised	25 March 2019
Applications due	24 April 2019
Packets to TC	1 May 2019
Review of applications by Personnel Committee/Interviews sch.	14 May 2019
First Interviews (with Personnel Committee)	28/29 May 2019
Personnel Committee briefs TC/second interviewees determined	11 June 2019
Second Interviews (with Full Council)	25/26 June 2019
Council meets authorizes TM to make offer	10 July 2019
Town Manager finalizes hire	19 July 2019
New Treasurer starts with Town	9 September 2019

ASSISTANT TOWN MANAGER FOR ADMINISTRATION/TREASURER TOWN OF BERRYVILLE, VIRGINIA

The Town of Berryville, Virginia is seeking an analytical, professional individual to join the Town's leadership team as the Assistant Town Manager for Administration/Treasurer. The Assistant Town Manager for Administration/Treasurer performs difficult professional work directing the financial operations of the Town including accounting functions, purchasing, accounts payable, debt management, investments, grants administration, revenue billing and collection, payroll, and fixed assets, contributing to human resources activities, benefits administration, budget preparation and management, and related work as apparent or assigned. Work is performed under the general direction of the Town Manager. Supervision is exercised over all personnel within the Administrative Department.

The ideal candidate will have comprehensive knowledge of general laws and administrative policies governing financial practices and procedures; thorough knowledge of the principles and practices of accounting; thorough knowledge of grants administration procedures and requirements; thorough knowledge of human resources practices, procedures, laws, and regulations; ability to evaluate financial systems and efficiently install accounting methods, procedures, forms and records; ability to prepare informative financial reports; effective working relationships with associates, Town personnel, consultants, auditors, vendors, government officials, Town Council, and the general public.

Bachelor's degree in accounting or related field and considerable experience in governmental accounting, financial management, or equivalent combination of education and experience is required. A Certified Public Accountant (CPA) license or Certified Public Finance Officer (CPFO) designation is ~~preferred~~ **desired**.

The annual salary range for this FLSA exempt position is \$ 68,000 - \$ 83,000. Starting salary dependent on qualifications. The Town offers an excellent benefits package. The successful applicant for this bonded position must be able to pass a pre-employment, post-offer drug screening, criminal background check, and credit history check. The Assistant Town Manager for Administration/Treasurer job description and Town of Berryville Application for

Employment are available at the Town of Berryville Business Office, 101 Chalmers Court, Suite A, Berryville, Virginia 22611 or www.berryvilleva.gov/employmentopportunities.

A complete application package, which at a minimum must include a cover letter, resume with three professional and three personal references, and completed Town of Berryville Application for Employment, must be received in the Town of Berryville Business Office (Attention: Desi Moreland) on or before April 24, 2019. The Town is an equal opportunity employer.

Attachment 14

**BERRYVILLE TOWN COUNCIL
MOTION TO REAPPOINT
SATKUNA MATHUR TO THE
BERRYVILLE ARCHITECTURAL REVIEW BOARD**

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville reappoint Satkuna Mathur to the Berryville Architectural Review Board for a four year term to end on June 30, 2023.

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

**BERRYVILLE TOWN COUNCIL
MOTION TO REAPPOINT
MATTHEW BASS TO THE
BERRYVILLE AREA DEVELOPMENT AUTHORITY**

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville reappoint Matthew Bass to the Berryville Area Development Authority for a three year term to end on June 30, 2022.

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

**BERRYVILLE TOWN COUNCIL
MOTION TO REAPPOINT
SHARON STRICKLAND TO THE
BERRYVILLE TREE BOARD**

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville reappoint Sharon Strickland to the Berryville Tree Board for a four year term to end on March 30, 2023.

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

**BERRYVILLE TOWN COUNCIL
MOTION TO REAPPOINT
LILLIAN LEDFORD TO THE
BERRYVILLE TREE BOARD**

Date: March 12, 2019

Motion By:

Second By:

I move that the Council of the Town of Berryville appoint Lillian Ledford to the Berryville Tree Board for a four year term to end on March 30, 2023.

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder