



Personnel, Appointments, and Policy Committee

MEETING AGENDA

Berryville-Clarke County Government Center

101 Chalmers Court, Second Floor

Main Meeting Room

Regular Session

September 22, 2020

9:00 AM

Item

Page

1. Call to Order

2. Approval of Agenda

3. Unfinished Business

The Personnel, Appointments, and Policy Committee of the Council of the Town of Berryville will enter closed session in accordance with §2.2-3711-A-1 of the Code of Virginia for discussion, consideration, or interviews of prospective candidates for appointment.

A. Adopt motion to enter closed session.

B. Reconvene in open session.

C. Adopt closed session resolution by roll call.

4. New Business

Discussion: Appointment to the Architectural Review Board

Discussion: Other Appointments on the Horizon

5. Other

6. Closed Session

7. Adjourn

Town of Berryville
Personnel, Appointments, and Policy Committee
MOTION TO ENTER CLOSED SESSION

Date: **September 22, 2020**

MOTION BY:

SECOND BY:

I move that the Personnel, Appointments, and Policy Committee of the Council of the Town of Berryville enter a closed session in accordance with § 2.2-3711-A-1, Code of Virginia, for discussion, consideration, or interviews of prospective candidates for appointment.

VOTE:

Aye:

Nay:

Attest:_____

Erecka L. Gibson, Recorder

Town of Berryville
Personnel, Appointments, and Policy Committee
CLOSED SESSION RESOLUTION

Date: September 22, 2020

MOTION BY:

SECOND BY:

I move that the Personnel, Appointments, and Policy Committee of the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

RESOLUTION

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

NOW, THEREFORE, BE IT RESOLVED, that the Committee 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 Committee.

ROLL CALL VOTE:

Aye:

Nay:

Attest:_____

Erecka L. Gibson, Recorder



Town of Berryville Talent Bank Form

Any citizen of the Town of Berryville who is interested in serving in an appointive position in the Town of Berryville may complete and return this form to the Town Manager at 101 Chalmers Ct., Suite A, Berryville, VA 22611 or townmanager@berryvilleva.gov.

Applicant name: Jon Burge Date: 7-21-2020

Board/commission/position applied for: Architectural Review Board

Time when available to serve: _____ Day ☒ Evening

Estimated number of hours available per month: 5-10

Employment History

Employer: Jon Burge Architects, LLC Position held: Owner/Architect

Employer address: 429 Montgomery Court, Berryville VA 22611

Length of employment: 12 years

Other Skills and Qualifications

Please indicate any special considerations that particularly qualify you for this appointment:

22 years experience in the Architectural field.

Educational History

Please list institutions attended and degrees earned:

Virginia Tech - Bachelor of Architecture.

Civic and Professional Activities

Please list organizations, honors, offices held, etc.:

Member - National Council of Architectural Registration Boards.
Member & Participant - PTO / Eyendale Elementary.
Volunteer - Habitat for Humanity.

Please provide in the space below or on a separate page an explanation of why you are interested in serving on a Town board or commission.

I am interested in learning more about the building permitting and town development processes and offering my insight as an Architect and small business owner in the community.

Pursuant to the Commonwealth of Virginia Conflict of Interest Act governing elected and appointed public officials, does the nature and status of your employment, business interests, or ownership of property present a potential conflict of interest relative to the appointed position in which you are interested? Yes _____ No X

If required by applicable provision of the Conflict of Interest Act, would you be willing to file with the Town Clerk a Public Official Disclosure Form listing all applicable assets and business and property interests? Yes X No _____

Town Council Agenda Item Report Summary

September 22, 2020

Item Title

Future Board Appointments

Prepared By

Christy Dunkle

Background/History/General Information

Upcoming Board appointments are as follows:

Doug Shaffer (Planning Commission) expires 11/20

Dale Barton (Planning Commission) expires 11/20

Ryan Tibbens (Board of Zoning Appeals) expires 12/20, will need to be reappointed by the Circuit Court Clerk

Staff has contacted each of the above representatives to confirm they would like to be reappointed.

Findings/Current Activity

N/A

Financial Considerations

N/A

Schedule/Deadlines

N/A

Other Considerations

N/A

Recommendation

Discuss at the meeting.