



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ MINUTES ~

Alice Jarrell, Clerk of the Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, April 3, 2017

7:00 PM

Council Chambers

A Regular Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 7:00 PM.

Mayor David Leake called the meeting to order.

1. Call to Order

Councilman John Cole: Present, Councilman Chris Morris: Present, Vice Mayor Joe Pasanello: Present, Councilwoman Susan Edwards: Absent, Councilman Connor Leake: Present, Councilman Steve Aitken: Absent, Mayor David Leake: Present, Town Manager Kimberly Murray: Present, Interim Clerk Denise Andrews: Present, Town Treasurer Roberto Gonzalez: Present, Chief of Police Kevin Lands: Present.

2. Invocation- Pastor Tim MacGowan, Living Hope Church

3. Pledge of Allegiance

4. Citizen's Time

Chris Manlapaz - 6875 Track Court

Mr. Manlapaz is concerned that VDOT is not aware of the potholes that are along Washington Street and Old Carolina Road, and that the potholes are causing damage to the vehicles that travel that stretch of road. Mr. Manlapaz would also like to request of VDOT to turn the area in front of Haymarket Station turned into a "school zone." Between the current vehicle and foot traffic, that area lends itself to a high volume of speeding and Mr. Manlapaz is concerned for those who live in that neighborhood.

Guy Gravette - 8404 Leesburg Road, Warrenton

Mr. Gravette represents the Fairgrounds property here in the Town of Haymarket. Mr. Gravette would like to inform the Council that, Lidl is no longer under contract on the Fairgrounds property.

5. Minutes Acceptance

A. Mayor and Council - Continuation Meeting - Mar 15, 2017 6:00 PM

RESULT:	ACCEPTED [3 TO 0]
MOVER:	John Cole, Councilman
SECONDER:	Connor Leake, Councilman
AYES:	John Cole, Chris Morris, Connor Leake
ABSTAIN:	Joe Pasanello
ABSENT:	Susan Edwards, Steve Aitken

6. Department Reports

A. Town Planner's Report - Steve Gyurisn

In the absence of the interim Town Planner, Town Manager Kimberly Murray presents the Planner's Report.

Mr. Morris asks whether the staff transition has resulted in delinquency on any items in the report; Ms. Murray answers that the Town Staff has been keeping in touch with applicants, and updating them on the changes.

Vice-Mayor Pasanello asks whether Council will have an opportunity to meet the Eagle Scout who is planning a project within the Town. He also asks if the Town can expedite the fencing problem at Details for the Home, and asks for an update on the draft Zoning Ordinance.

Ms. Murray answers that Council will have an opportunity to meet him once he completes his approvals with VDOT. She says that she believes the Zoning Administrator has been in touch with the owners of affected properties on Washington Street.

B. Engineer's Report - Katie McDaniel

The new Town Engineer will be introduced to the Council at the next meeting.

Vice-Mayor Pasanello asks if the SHEETZ final site plan is progressing on schedule.

Ms. Murray says that the schedule is on target, and that Town Staff will update the website with the project timeline.

Mr. Morris asks whether SHEETZ plans to take any of the Council's suggestions into effect, and Ms. Murray says that she will be happy to reach out to the project's representative.

Ms. Murray says that at the May meeting, the report will include updates on the Town Center plans and the Pedestrian Improvement Project.

C. Building Official's Report - Joe Barbeau

Vice-Mayor Pasanello asks whether the Town might consider a ceremony for the re-opening of the Haymarket Ice-Plex, and confirms that a possible additional development for Foster's Grille is an error in the report.

D. Police Department Report - Chief Kevin Lands

Vice-Mayor Pasanello asks about data collection from the speed signs; he asks whether the Chief has downloaded and analyzed the data from the signs. Chief says that he will attempt to do this within the next week. Mr. Cole suggests that he share this data with Prince William County, as well.

Mayor Leake asks about the comparative percentages of warnings and tickets issued by the Haymarket Police Department; Chief Lands answers that the breakdown is about 50-50.

Chief Lands updates the Council on the new telephone system in the Department's lobby, which patches into the County dispatch and sends a Town police officer to that location. He also shares information about the video doorbell that all officers will be able to answer, and the "ghost cars" stationed within the Town.

Social Media: reception of the Police department's Facebook posts during the recent snowstorm ranged between 2,100 and 17,000 hits.

Officer Coire O'Neal shares details of the upcoming Fallen Officers Memorial Car Show, which he spearheaded.

Officer Jake Davis shares details of an upcoming Women's Self-Defense Class, which he spearheaded and which booked out within 2 hours of being posted.

Chief Lands shows images and samples of the Department's new uniforms, badges, and patches; the new uniforms are more durable and more versatile than the old uniforms, in addition to being less expensive.

Mr. Morris thanks Chief Lands for taking the Police Department's appearance and department into consideration.

Officer Highlights: Chief Lands brings attention to the officers' efforts in shoveling snow during the snow-storm, and to Officer O'Neale's qualification as a General Instructor for the Police Academy.

Business Checks: after a Town Business, Details for the Home, suffered a larceny, Officer Jason Davis successfully identified the perpetrator as a result of a conversation that took place in the course of another business check, and the crime was successfully resolved.

Chief Lands shares the successful seizure of several thousand dollars worth of illegal drugs.

E. Business & Community Relations Report - Denise Andrews

Ms. Andrews thanks the representatives of the Dominion Women's Club and CASA for engaging the Town to commemorate National Child Abuse Prevention Month; this is the second year that these groups have collaborated with the Town.

The Earth Day Celebration will take place on April 22nd, and will involve collaboration between Town businesses, residents, sponsors, and the senior class of Battlefiedl High School to clean up the property of the Haymarket Community Park. Projects for the day include cleaning the building which housed the Haymarket Regional Food Pantry, painting murals, laying mulch and gravel, cleaning up the old well house, and setting up a dog clean-up station.

Town Business Roundtable will take place on Wednesday, April 19, and will take place at VCA Healthy P.A.W.S.

Media Coverage: Town Staff gave a presentation on historical buildings at the Gainesville-Haymarket Library, which may yield new volunteers and lead to further opportunities. The April issue of Haymarket Lifestyle also featured an in-depth article on Town Manager Kimberly Murray.

F. Treasurer's Report - Roberto Gonzalez

Meals taxes are coming in regularly, with few exceptions.

Most of the Treasurer's work at present involves collaboration with the Town Manager to draft the budget for the upcoming fiscal year.

The Finance Committee will meet soon to discuss an amendment to the current budget.

Vice-Mayor Pasanello would like to get a sense of where the Town is headed, with regard to the current budget.

G. Town Manager's Report - Kimberly Murray

Ms. Murray has been meeting with VDOT to discuss the Chick-Fil-A retaining wall, and will bring some options for the ARB to consider at its meeting later in April.

The Town has had its contractor assessing and repairing street lights in the Town.

VML hosted a recent webinar with updates from the close of the General Assembly Session. Next month, she hopes to bring a summary of those pieces of legislation that affect the Town.

The Town has hired an Interim Town Planner, a new Clerk of Council / Office Manager, and a part-time consultant Town Engineer.

The Town is in negotiations to lease out two spaces on the second floor of 15026 Washington Street.

The Town did execute the lease agreement for the new Police vehicles.

Questions from Council:

Vice-Mayor Pasanello confirms that the wall at Chick-Fil-A is being considered for its aesthetic finish.

7. Agenda Items

1. Proclamation - National Child Abuse Prevention Awareness Month - Mayor Leake

1st Vice President Linda Turnau, of the Dominion Woman's Club inform the Council and the audience of the importance planting pinwheels for National Child Abuse Awareness

Month. Ms. Turnau explains that across the Country tens of thousands of pinwheels are planted in honor of those children who have been affected by abuse. Pinwheels represent the free spirit, youth and innocence of our children; it is a visual and national symbol that our children need to be protected.

Councilman Morris reads the Proclamation.

A Proclamation to Observe Child Abuse Awareness Month

WHEREAS, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets; and

WHEREAS, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development; and

WHEREAS, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community; and

WHEREAS, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential; and

WHEREAS, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, law enforcement agencies, and the business community;

NOW, THEREFORE, be it proclaimed that the Town Council of Haymarket, Virginia does hereby recognize the month of April 2017 as Child Abuse Prevention Awareness Month and call upon all citizens and institutions, both public and private, to support services to prevent child abuse, thereby strengthening the communities in which we live.

2. Dominion Virginia Power - Update

It seems that the need for the project is to serve one customer, and that it may be contingent on the construction of additional buildings; there is no word from the SCC.

3. VRE - Gainesville / Haymarket Extension - Update

The Vice-Mayor shares that the VRE will not continue its study to extend the line as far as Gainesville / Haymarket. The current plan is to go with an option for expanded service on the current lines; he suggests meeting with County representatives to discuss the County's comprehensive plan, and how it fits with the Town's.

4. Bond Release - Villages of Haymarket Phase II

Construction and development are complete, and the developers have come to ask for the release of the erosion control bond, the landscaping bond, and the performance bond. It has been held up by the inspection of an existing stormwater facility on the property, but the Town has received the report from this inspection and the Town recommends release of this bond with 10% held in escrow for the next two years, in case something is needed later with the landscaping.

Mayor Leake asks if any citizens have come to offer comments on this matter.

Cathy Shalvey (6748 Bleight Drive): during a recent storm, saw that the rainwater ran into the drain as it should.

Mr. Cole reads the following motion:

Motion for the Town Council release the Erosion Control and Performance Bonds for the Villages of Haymarket - Phase II, and release the Landscaping Bond less and except an

amount equal to ten percent of the cost of installation to be held in escrow for a minimum of two years.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Cole, Councilman
SECONDER:	Joe Pasanello, Vice Mayor
AYES:	John Cole, Chris Morris, Joe Pasanello, Connor Leake
ABSENT:	Susan Edwards, Steve Aitken

5. Discussion: Town Code Sec. 30-50. - Open Storage of Inoperative Vehicles - Chief Kevin Lands

The Town has received complaints of vehicles parked in the Town with no plates, inspection stickers, etc.

Chief Lands has looked into the matter, and explains the procedure for addressing it:

1. 60 days pass of sustained presence / collecting data.
2. Notice of Violation is given by the Town.
3. If the vehicles remain noncompliant after a period of reasonable notice (determined by the Town), the Town can give its agent (in this case, the Police Department) permission to tow the noncompliant vehicles.
4. The Town gives notice to the relevant property owners that the vehicles have been towed, are being stored, and will be disposed of if they are not brought into compliance.
5. The cost of performing the above will be passed on to the owner of the property where the offending vehicles were stored.
6. The Town places a lien on the property of the applicable property owner, to cover the cost of this work.

Town Attorney Martin Crim brings attention to other tools that the Town can employ to address this issue:

The Town has a prohibition in its Zoning Ordinance against having a junkyard in Town, pursuant to which the Town can issue a Notice of Violation. If this is not appealed, it could then be brought to criminal court, or be addressed with a petition of injunction for a civil prosecution. He has never seen this part of the Ordinance used.

Mr. Cole asks how payment would work with the chosen towing company.

Chief Lands says that depending on the company, a lien may be filed to cover the charges, or that the towing company may take possession of the cars if they are left unclaimed. In order to reclaim the towed cars, property owners would need to pay the cost of storage, in addition to the towing charge.

Mr. Morris asks his fellow Council Members which option would be the best to employ in this case.

Mayor Leake thinks this will depend upon the data collection that Chief described.

Mr. Morris would be in favor of directing the Police Department to begin the study.

Mr. Leake, Vice-Mayor Pasanello, and Mr. Cole would be in favor of this as well.

Mayor Leake instructs Chief Lands to proceed as directed.

8. Councilmember Time

A. John Cole

Mr. Cole met with VDOT about traffic calming measures in Town, especially on Jefferson Street; they directed him to the Prince William County representative, who was very helpful. He says that there is not much VDOT can do with the truck traffic in Town, but shares that the Town's speed hump can be brought into compliance as a speed table. The County is now in charge of traffic calming, and has agreed to begin a traffic study within the Town the following week. Chief Lands has also agreed to increased monitoring of the school buses within the Town.

B. Susan Edwards

C. Steve Aitken

D. Chris Morris

Mr. Morris shares that he thinks the Town is going in a good organizational direction.

E. Joe Pasanello

Vice-Mayor Pasanello asks if short reports from the Planning Commission and Architectural Review Board can be included in future Council meetings as a standing agenda item. He seconds Mr. Morris' comment about the Town's employees, and applauds the Police Officers as ambassadors for the Town. He thanks those residents who come out to attend these meetings, and suggests that when the Budget process is over, the Town look into developing a metric for its customer service.

F. Connor Leake

Mr. Leake shares that the Planning Commission is preparing to hold a Public Hearing on the draft Zoning Ordinance, and that the Commission is very eager to pass it along to the Town Council.

The Commission has considered and approved a preliminary site plan for A Dog's Day Out.

The Architectural Review Board heard an application for a demolition permit from Z Properties; Z Properties brought a variety of possible ideas for what would occupy the place currently held by the Old Firehouse Building, but the ARB would like to see one solid plan. Carter's Mill is looking to amend its Comprehensive Plan and is also seeking a rezoning, which will be heard later this week by the Prince William County's Zoning Commission. Also set to be considered by the County is the John Marshall Commons development, which would be located just beyond the Town's Eastern border.

He thanks the Police Department for its community outreach, and Officers O'Neale and Jake Davis in particular.

G. David Leake

Mayor Leake feels that the community outreach efforts described tonight show how the Town is adding value for its residents. He supports the idea of a customer service satisfaction metric, and would like to explore it further.

9. Closed Session

A. Enter into Closed Session

The Town Attorney reads the following motion: Motion to enter into Closed Session pursuant to 2.2-3711 A: consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, including personnel matters and a matter related to the Freedom of Information Act (FOIA).

Motion to enter into Closed Session pursuant to 2.2-3711 A7: consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, including the QBE variance.

Mr. Leake votes 'aye' on the first motion, but abstains from voting on the second.

RESULT:	ADOPTED [3 TO 0]
MOVER:	Joe Pasanello, Vice Mayor
SECONDER:	John Cole, Councilman
AYES:	John Cole, Chris Morris, Joe Pasanello
ABSTAIN:	Connor Leake
ABSENT:	Susan Edwards, Steve Aitken

B. Certification of the Closed Session

The Town Attorney reads the following motion: To the best of each Member of the Council's knowledge, only those matters which are lawfully exempt from open meeting discussion under the provisions of the Virginia Freedom of Information Act, and only those items that were named in the motion to enter Closed Session were heard, discussed, or considered by the Town Council.

Discussion: Mr. Connor Leake states for the record that he was only present for the discussion of the personnel matter, and not for the FOIA or QBE discussions.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Vice Mayor
SECONDER:	John Cole, Councilman
AYES:	John Cole, Chris Morris, Joe Pasanello, Connor Leake
ABSENT:	Susan Edwards, Steve Aitken

10. Adjournment

A. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Cole, Councilman
SECONDER:	Joe Pasanello, Vice Mayor
AYES:	John Cole, Chris Morris, Joe Pasanello, Connor Leake
ABSENT:	Susan Edwards, Steve Aitken

Submitted:

Approved:


Danielle Kijewski, Clerk of Council


David Leake, Mayor

Minutes Acceptance: Minutes of Apr 3, 2017 7:00 PM (Consent Agenda)

