



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ MINUTES ~

Danielle Kijewski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, August 7, 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: Absent, Councilwoman Susan Edwards: Absent, Councilman Connor Leake: Absent, Councilman Steve Aitken: Present, Mayor David Leake: Present, Town Manager Kimberly Murray: Present, Clerk of Council Danielle Kijewski: Present, Town Treasurer Roberto Gonzalez: Present, Director of Business & Community Relations Denise Andrews: Present.

2. Invocation: Dr. Mark J. Olson, Haymarket Baptist Church

3. Pledge of Allegiance

4. Citizens' Time

Warren Alonge (6776 Jefferson Street): speaks on behalf of his wife, who was unable to attend, regarding the traffic pattern at St. Michael's Academy, and the Special Use Permit that was approved by the Council at the July 10 Meeting. Mr. Alonge raises the issue of procedure for application review by Members of Council, and of the traffic on Jefferson, and Fayette Streets, and Payne Lane (which could be routed as a one-way street) as a result of the traffic generated by the school. He asks for additional review of the traffic pattern.

5. Minutes Acceptance

A. Mayor and Council - Regular Meeting - Jul 10, 2017 7:00 PM

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	John Cole, Councilman
SECONDER:	Steve Aitken, Councilman
AYES:	John Cole, Chris Morris, Steve Aitken
ABSENT:	Joe Pasanello, Susan Edwards, Connor Leake

6. Department Reports

A. Town Planner's Report - Mr. Steve Gyurisin

In the absence of Interim Town Planner Steve Gyurisin, the Town Manager answers questions in connection with this report.

Mayor Leake asks if there has been an update on Z Properties; Ms. Murray confirms that there has been no further action from the applicant.

Councilman Morris asks if any action has been taken to address the issue of the dumpster at El Vaquero. Ms. Murray says the Town has contacted the property's leasing agent and the restaurant itself, and that the Town Planner is preparing a letter of violation.

B. Town Engineer's Report - Ms. Katie McDaniel

In the absence of Town Engineer Katie McDaniel, the Town Manager takes questions regarding this report.

Councilman Morris asks if there is any warranty on the existing brickwork in the Town. Ms. Murray confirms that there is usually a warranty of about a year beyond the completion of a brickwork project; after that, maintenance of the brickwork is usually the responsibility of the Town. Mr. Morris asks if the Town is liable in case of a trip hazard; Town Attorney Martin Crim answers that there is some liability if a certain degree of discrepancy exists across the bricks. Mayor Leake suggests some repairs, and Ms. Murray promises to follow up with the Town Engineer.

C. Building Official's Report - Mr. Joseph Barbeau

Ms. Murray notes that the Building Official has issued a 90-day temporary Certificate of Occupancy for the IcePlex, and says that the Town will be notified of the facility's opening to help celebrate. She also says that Building Official Joseph Barbeau will attend the Council's September 11th meeting.

D. Police Department Report - Chief Kevin Lands

In response to the comment made during Citizens' Time, Chief Lands confirms that the Department has followed up with the family in question, and does not believe that it has contributed to any misinformation regarding traffic at St. Michael's Academy.

The Haymarket Police Department attended the Business Community Roundtable hosted by Tobaccology on July 19th, and thanks Mr. Fry for hosting, as well as for his donation to the Department.

QBE Break-In: Officer O'Neal apprehended two thieves robbing the Comex boxes on the property at 2AM; all Town units except one were called in, and eventually a foot pursuit yielded one suspect. That suspect gave information on the other, so the Department continues to work on the case and has charges pending. Chief Lands commends Officer O'Neal for his work to solve this crime.

National Night Out: QBE allowed the Police Department to use the front of its property, and donated all of the amusements for the event as well. The Department bought a tent and gave away 4 bikes in a raffle for the children; representatives of the Prince William County Police Department said that it was the best event they'd attended that day. A lot of community contact was made, and it was a very positive event for all.

This Thursday, the Police Department will host its 4th female self-defense class; it will focus on females going back to school for the fall.

Chief Lands attended a grant workshop, and the Department was awarded a grant that will come into effect in October - it will allow the department to purchase one of three needed radar unites, and new alcohol detection tests.

Phones for the Town: after speaking with a representative from AT&T, Chief learned that most members of the Town staff use less than half of their allotted minutes, so he spoke with the representative to reduce the bill. AT&T won the Federal government's contract for the FirstNet project - under this program, first responders will have priority access to mobile networks during emergency events.

Speed signs: Chief Lands was able to download data from the Town's speed signs, and distributes statistics from the month of July. The signs are paying for themselves in at least two locations.

Councilman Morris asks how batteries are doing on these units; Chief Lands answers that these are solar panels, but at the Mayor's suggestion, he will check with the manufacturers.

In response to Vice-Mayor Pasanello's request, Chief Lands contacted the state's Accreditation Officer, who will try to attend the September 11 meeting and brief Council on the accreditation process.

Officer Highlights:

Chief Lands commends Officer Coire O'Neal for his good job with the aforementioned QBE larceny.

Officer Jason Davis took a job with the Middleburg Police Department, and his last day was 25 July; he served the Town of Haymarket for five years, and the Police Department wishes him luck. Officer Randy Anderson, the Town's part-time officer, will become full-time and transition smoothly into full service with the Department. The Police Department will publish an ad for a part-time officer in the near future, and Chief Lands will be sure to stay within budget.

Councilman Morris asks if the Town invested in any special skills and training for Officer Davis, such as truck inspection certification; Chief Lands says that Department recently invested in such certification for Sergeant Shaver, but not for Officer Davis.

Councilman Cole asks after the Police Department's rate of success in Court proceedings with the County; Chief Lands says that few of the tickets written by Town officers are dismissed. Mr. Cole asks if the traffic on Fayette Street is heavily impacted by St. Michael's Academy; Chief Lands says that the traffic ebbs and flows, but is not excessive.

Mayor Leake asks if the Academy's plan for traffic is being followed; Chief Lands answers that he has not seen a consistent stacking of traffic.

Councilman Aitken asks if house checks are available to any Town resident. Chief Lands answers that it is, and that it has not been so well publicized as he would like; he says that about there are usually about two per week.

Councilman Morris asks what the procedure is for residents who come to the station, when no one from the Police Department is present. Chief Lands explains the video-ring doorbell and the Prince William County dispatch phone. Phone calls are left with voicemails, but the officer on duty checks the voicemail box. He estimates that 90% or better get an immediate response from the video-ring doorbell.

Councilman Morris asks about vehicles making dangerous right and u-turns in front of the SHEETZ and Chick-fil-A. Chief Lands has contacted VDOT, Mayor Leake, and Ms. Murray; temporary measures have been installed. Since the bollards were erected, he has not seen any further illegal turns.

Councilman Morris asks about vehicle sales; Chief Lands says that Ms. Murray will provide that update in her Town Manager's Report.

Mayor Leake asks if Chief Lands has a percentage of what calls are actually related to the Town. Chief Lands says that 30% are related to the Town, and 70% come from Prince William County residents with a Haymarket address.

E. Business & Community Relations Report - Ms. Denise Andrews

School of Rock Ribbon-Cutting Ceremony - this was a wonderful event, attended by Councilmen John Cole and Connor Leake, as well as Vice-Mayor Pasanello who cut the ribbon to open the school building. The School of Rock is a sponsor for this year's Town events, has contributed musical performances to the Health & Fitness Fair and National Night Out, and will contribute performances to Haymarket Day.

Business Roundtable - Ms. Andrews thanks Mr. Brett Fry for hosting this event at his business, Tobaccology. Businesses are excited for Haymarket Day; many vendors for this event come from out of Town, and the Town businesses are very welcoming.

Haymarket Day - applications are still coming in. To date, the Town has secured more than 160 vendors, \$32,600 in vendor booth fees, and over \$18,000 in sponsorships. Applications are continuing to be accepted on a first-come, first-served basis; the Town is also accepting applications for participation in the parade - there are 1,200 participants thus far.

Media Coverage:

4 August *Bull Run Observer*: included a profile of the Town of Haymarket with quotes from the Mayor and Town Manager.

2 August *Gainesville Times*: included an article on the recent sale of the Town's surplus police vehicles.

Upcoming Events:

13 August - the Contemporary Music Center (CMC) will host its summer rock concert recital in @4410; Ms. Andrews will volunteer at the event on behalf of the Town.

Haymarket IcePlex: Ms. Andrews has kept in contact with Ms. Daisy Woods regarding progress on the IcePlex's expansion, and will update Council when she has further information on the opening ceremony.

RX3 and Wellness Solutions: RX3 will have a ribbon-cutting ceremony in the fall, and would love for Council to attend. Ms. Andrews will provide further information as she receives it.

Councilman Morris asks if any extra revenue generated by Haymarket Day is donated to a particular cause - this could be discussed to see if any surplus could go back to serving the community. Ms. Andrews says that this may be the first year that there is a real surplus; Ms. Murray says that it may assist the Town's general financials.

The Farm Brewery at Broad Run, which is running the Haymarket Day Beer Garden, will provide both beer and wine at Haymarket Day.

The next Haymarket Day meeting will take place on Wednesday, 16 August at 12 noon.

F. Treasurer's Report - Mr. Roberto Gonzalez

Mr. Gonzalez' financial reports in the Council's agenda packet go through the end of the last fiscal year (30 June 2017); a few revenues and expenditures are still coming in, and these all will be reconciled before the audit. The Town's contracted accountant will come in to review the accounts with Mr. Gonzalez this Thursday, ahead of the annual audit.

Mr. Gonzalez confirms that there will be a financial meeting on Thursday, 16 August, at 2:00 PM. July's expenditures will be ready for the 11 September meeting.

Mr. Gonzalez pleased to share that the Town events have already raised 70% of their budgetary goal, and thinks that it is on track to exceed last year's. Events' own, separate budgets were not well tracked in the past, and Mr. Gonzalez and Ms. Andrews will keep track so as to make the events as fiscally strong as possible.

G. Town Manager's Report - Ms. Kimberly MurrayVDOT Updates:

The Diverging Diamond Interchange will take place on Tuesday, 22 August at 10:30AM.

Chick-fil-A Retaining Wall: the sealant that was applied to the wall does not make painting a good option. Ms. Murray believes that trailing plants, such as ivy, are still the best option going forward; a black metal fence will be erected on top. Wire fencing is required by VDOT, but Ms. Murray is in touch with them regarding an exception for the Town's historic overlay. Regarding the Fairground wire fence, staff is seeing what the options are, given previous arrangements with the property owner.

Councilman Aitken can understand the limited access fence, but does not think this one makes sense in context, with the sidewalk so near.

VDOT Park-and-Ride: once the contract is awarded, the chosen contractor will present plans to the Town and the County.

VDOT Revenue Sharing: the Town has just received application materials for the upcoming 2-year cycle, which will be due in November. Town Engineer Katie McDaniel will work with the Town Manager and the VDOT project manager - the program requires a 50% match by the Town, but may allow the Town to double its funds toward these projects.

Zoning Map: work on revising the proposed zoning map is ongoing - staff has noticed some errors, and will contact property owners for their input going forward.

Town Updates:

Rotary Club: Ms. Murray spoke at the local chapter of the Rotary Club, with the subject being that "Haymarket's Open for Business." Ms. Murray presented on the Town's business and improvements.

Ms. Murray continues to meet with developers regarding options for the property across the street.

Planner Recruitment: interviews will begin this week, and Mr. Steve Gyurisin will begin to draw back his time spent in the Town.

Councilman Cole asks that any solution to the retaining wall at Chick-fil-A, not make the problem any worse; he does not think that it looks very big and noticeable in the changing context of the land development. He reminds those present of another Town that allowed for the development of a Town Mural on a similar wall. Ms. Murray shares that any planting done for this project will be incorporated into the VDOT landscaping scope.

7. Agenda Items

1. Approval of Bids for the Sale of Surplus Town Vehicles

Discussion:

Mayor Leake is pleased with the response for the vehicles, all of which received bids. Ms. Murray explains how the vehicles were disposed according to the Town's surplus policy, and clarifies changes in winning bids. Ms. Murray will update everyone once the cars' titles are successfully transferred.

Town Attorney Martin Crim confirms that no further action will be required after this motion.

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

2. Appointment: Council Liaison to the Planning Commission

Discussion:

Councilman Cole motions to table the issue until the Council's next meeting. Councilwoman Edwards volunteered, but she is not present at this meeting, and Councilman Morris would like to check that there would be no conflict with Mrs. Edwards' serving thus. Mr. Crim confirms that this would not be a legal issue, and the motion of her appointment is proposed.

RESULT:	ADOPTED [2 TO 1]
MOVER:	Steve Aitken, Councilman
SECONDER:	John Cole, Councilman
AYES:	John Cole, Steve Aitken
NAYS:	Chris Morris
ABSENT:	Joe Pasanello, Susan Edwards, Connor Leake

3. Bond Release: E&S and Landscape Bonds for Alexandra's Keep

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

4. Town Center Project Update: Site Plan

Discussion:

Ms. Murray updates the Council on the most recent version of the Town Center's site plan; Rinker Design Associates cannot move forward with such matters as sewer water and E&S without more input from the Council.

Changes suggested: changes in parking, and in access to the site for emergency purposes; changes to the traffic signal should ease traffic.

The Ordinance requires 70 spaces, but the plan (though it has more than are present now), is still short by 9 spaces. Staff feels that an exception could be warranted, since there will be no more occupants using the building and parking lot, than are at present.

Future Use / Potential Sale of Property: if this is a possibility, the plan should include separate water and sewer laterals, going forward.

Plat Configuration: potential shift from 5 parcels to 3. Ms. Murray asks Council for guidance on this matter.

Ms. Murray is meeting with clients to keep them apprised of these changes; she promised to bring forward Chris Howell's comments on his parking spaces and letter of intent to purchase Washington Street Realty if the Town would allow him to do so.

Council Aitken shares his concern about giving Town Hall a zoning exemption for parking that would not be given by right to others. He thinks that this plan has incorporated all feedback and comments very well.

Councilman Cole thinks that 9 more spaces could be found. He likes the front corner of the plan, and says it is just what the Council wanted. He thinks it would be prudent to keep the parcels separate in case of future sales. Ms. Murray confirms that storm-water cost is included within this design.

Councilman Morris shares Councilman Aitken's concern about exemption for the parking spaces, and thinks that parallel parking is an option that might be explored. He asks if the Jefferson Street exit will accommodate 2-way traffic, and Ms. Murray confirms that it is. He says that he likes the plan and thinks that there are good options to move the plan forward.

Ms. Murray clarifies that since these are separate parcels that are sharing parking, the Ordinance is flexible about the options. She would like to discourage putting more spaces in the property's 'front yard.' Councilman Aitken takes this point about the shared parking, but asks if it would still apply if the parcels are sold; Mr. Crim confirms that it would be possible, though would need to be spelled out in the respective easements.

Councilman Aitken asks what the cost would be for separating the water and sewer; Ms. Murray says that she will get back to Council with the answer. The Council confirms that now is the time to make these arrangements.

The Council asks Ms. Murray to look for precedent on the shared parking arrangements, but is comfortable moving forward with exploration of the options, they also would like to accommodate Mr. Howell's request that Washington Street Realty have some parking spaces of its own.

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

8. Updates

1. Update: Planning Commission

There is no update at this time.

2. Update: Architectural Review Board

There is no update at this time.

3. Update: Dominion Energy / SCC

Mayor Leake shares that *The Gainesville Times* ran a full-page ad attacking a County Supervisor; the SCC has put the project on hold for further consideration, because of the public outcry.

4. Update: Zoning Map

Staff continues to work on revising the map.

9. Councilmember Time

A. John Cole

Councilman Cole, in response to a resident's question, clarifies that the establishment of a Quiet Zone is not up to the Town; the matter is predicated by a calculated index, and the numbers were thrown off as a result of a tractor-trailer accident a few years ago. The numbers will come back down with time, so long as another accident does not occur.

B. Susan Edwards

[Absent]

C. Steve Aitken

Councilman Aitken has no comments at this time.

D. Chris Morris

Councilman Morris is glad to see Ms. Murray so well recovered, and thanks the Staff for running things well in her absence. He will email Chief for further details on use of the revenue from the sale of the vehicles.

E. Joe Pasanello

[Absent]

F. Connor Leake

[Absent]

G. David Leake

Mayor Leake shares his condolences on the passing of Don Costello. Mayor Leake, Chief Lands, and Ms. Murray attended services for him; he was a great contributor to the Town's business development.

10. Adjournment

A. Motion to Adjourn

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

Submitted:

Approved:


Danielle Kijewski, Clerk of Council
David Leake, Mayor

11. Documents Submitted for Inclusion in the Public Record

1. Citizens' Time Sign-In Sheet
2. Email Submitted by Mr. J. Shepard
3. Email Submitted by Vice-Mayor Pasanello
4. Town of Haymarket Speed Data
5. Invitation: VDOT's Opening Ceremony for the I-66 / Route 15 Diverging Diamond Interchange