



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ MINUTES ~

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

15000 Washington St
Haymarket, VA 20169

Monday, September 11, 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

Mayor Leake calls a Moment of Silence to remember longtime Town resident and businessman Acie Montague Watts, the victims of the September 11th attacks, and the victims of Hurricanes Harvey and Irma.

Councilman John Cole: Present, Councilman Chris Morris: Present, Vice Mayor Joe Pasanello: Present, Councilwoman Susan Edwards: Present, Councilman Connor Leake: Present, Councilman Steve Aitken: Excused, Mayor David Leake: Present.

2. Invocation - Mr. Jeff Smith, Haymarket Church of Christ

3. Pledge of Allegiance

4. Citizens' Time

No citizens are present at this evening's meeting.

5. Minutes Acceptance

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

RESULT:	ACCEPTED [4 TO 0]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	John Cole, Councilman
AYES:	John Cole, Chris Morris, Susan Edwards, Connor Leake
ABSTAIN:	Joe Pasanello
EXCUSED:	Steve Aitken

B. Mayor and Council - Special Meeting - Aug 31, 2017 7:00 AM

RESULT:	ACCEPTED [4 TO 0]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	John Cole, Councilman
AYES:	John Cole, Chris Morris, Susan Edwards, Connor Leake
ABSTAIN:	Joe Pasanello
EXCUSED:	Steve Aitken

6. Department Reports

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

In the absence of Interim Town Planner Steve Gyurisin, Town Manager Kimberly Murray and incoming Town Planner Emily Lockhart accept questions from Council.

Councilwoman Edwards points out a number of outstanding violations, and encourages the new Town Planner to pursue and resolve these. Ms. Murray says that Ms. Lockhart will meet with the Town's Board Chairs to discuss these matters, as well as any educational and training opportunities that they would like to pursue.

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

Vice-Mayor Pasanello confirms that Mr. Ethan Marsh's Eagle Scout project is complete.

Councilman Cole asks Ms. McDaniel about recovery resources after the recent storm. Ms. McDaniel says that she is working with Prince William County to better understand the Town's water and storm systems, and will be happy to share her findings.

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

Mr. Joseph Barbeau, the Town's Building Official, is caught in Florida by the present hurricane, but he will attend next month's Council Meeting for his quarterly visit. At a future meeting, he will also present his virtual inspector technology.

D. Police Department Report - Chief Kevin Lands

Chief Lands presents the month's statistics, and invites questions from the Council. Councilman Cole asks whether the Police Department has been conducting extra traffic checks around school bus stops; Chief Lands says that the officers have been giving these areas special attention, and confirms that there has not been any trouble.

Chief Lands shares that the officers have been continuing their routine business checks within the Town, and have been met with a very positive response from the business community.

Points of Interest:

The Kickball Game hosted by Cookies & Cream was a lot of fun, and Chief Lands hopes that the community puts on another event in the future.

The fourth Self-Defense Class was hosted by QBE, with a focus on safety for women going to college; 32 participants were led by Officer Davis, with support from rest of the Police Department.

Severe weather in August resulted in a lot of storm damage in the Town - the Police Department served as liaison between the Council, Town Manager, and residents in need, and Chief Lands encourages the use of group text for similar events in future. The Council agrees.

Officer O'Neal represented the Haymarket Police Department at the funeral of Trooper-Pilot Berke Bates, who was killed en route to assist with the recent violence in Charlottesville.

Officer Breeden resigned from the Police Department this month. The Department is recruiting a full-time and a part-time officer, but has already found a very strong candidate for the latter position. An ad for the full-time vacancy will run in The Gainesville Times for the next two weeks, but the Department has already received a positive response. Chief Lands hopes to fill these vacancies by mid-October.

Town Staff and Chief Lands will meet with Prince William County officials on September 27th about the Department's mobile data contract for its vehicle computers. He and Vice-Mayor Pasanello encourage those attending to meet in advance of the County meeting. Mayor Leake agrees, and also suggests visiting the Emergency Operations Center.

Chief Lands follows up with a response to Council Morris' question from last month's meeting, regarding backup batteries for the Town's speed signs. He confirms that the battery has a 3-6 year life; they were replaced in 2015, so there is still much time left before they will need replacement. New batteries cost \$40-60 each, and the sign can run for 7-10 days without sunlight.

Chief Lands recognized Officer J. Davis for his exemplary work during the storm; he was out all night in uniform even though he was sick with a fever, and kept Chief Lands updated, so that he could keep Council and the Town Manager updated.

Breast Cancer Walk:

On October 14th, the Police Department will host a Breast Cancer Walk. Officer O'Neal will serve as the event lead. This cause is very close to Chief Lands, because his mother lost her

battle with breast cancer some years ago. Chief Lands hopes for a lot of participation, and says that the Police Department will be wearing a lot of pink throughout October in order to raise awareness. The walk will take place from 10AM to 3PM on October 14th, and though details have yet to be finalized, Chief Lands hopes that it will begin and end in front of the Police Department.

Vice-Mayor Pasanello raises the question of the Police Department's accreditation; he suggests that Chief Lands present more information about the process to Council at a future meeting. Mayor Leake suggests adding it as an agenda item for the Work Session later this month, and the Council Members agree.

Vice-Mayor Pasanello also brings up the matter of cars doing a risky u-turn in front of the Chick-fil-A on Washington Street. Chief Lands confirms that there is no sign prohibiting this, but would be open to revisiting this question in the future, or raising it with VDOT.

Councilman Leake thanks Chief Lands and his officers for their wonderful work with the Police Department's community relations and development; residents have enjoyed the defense classes, 5K event, and water gun fights. He thanks Officer O'Neal for his community relations work, and thanks Officer Davis for his work during recent storms.

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

Ms. Andrews reminds those present that the 29th Annual Haymarket Day will take place on the 16th of September, with the event lasting from 9AM - 4PM, and the parade going from about 9:30 - 11:30 AM. The Volunteer Meeting will take place on Thursday, September 14th at 6:00; all who would like to assist at the event are warmly encouraged to attend.

To date, the event will include 235 participating vendors, and has generated \$49,000 in booth fees.

Media Coverage: *The Bull Run Observer* will run an article on Haymarket Day in its magazine (September 15th), and the Town has purchased 32 radio spots on WINC.FM to publicize the event.

New Town business Wellness Solutions will hold its grand opening ceremony and ribbon-cutting on the 5th of October; Ms. Andrews will share further details as they become available.

Vice-Mayor Pasanello asks whether Ms. Andrews has any major concerns ahead of the event, or if there is any area in which she could use more help. Ms. Andrews answers that the trash pickup throughout the day and at the event's conclusion will be a big undertaking, though there will be several groups of students from Battlefield High School to assist in this. Also, she is still waiting on confirmation of a car for the Grand Marshal's family to ride in the parade.

Vice-Mayor Pasanello asks whether the sponsorship funds are for all four of the Town's annual events. Ms. Andrews says that some are, but not all.

F. Treasurer's Report - Mr. Roberto Gonzalez

Mr. Gonzalez shares that he has one correction to his report: the auditors completed their onsite visit, but the annual audit itself is still ongoing.

Debit Loan Service Payment is visible in this report, but it is the larger of the two payments (the principal); the next will be smaller (interest only), and will not be due until February.

Mr. Gonzalez is happy to report that Ms. Andrews has surpassed her budget goal for Town events - more than \$72,000, which will allow the funds to facilitate Town projects, especially at the Haymarket Community Park.

Councilman Cole asks whether there will be refunds for Haymarket Day participants in the event of inclement weather. Ms. Andrews answers that since Haymarket Day is a rain-or-shine event, there are no refunds.

Councilwoman Edwards asks Mr. Gonzalez for the breakdown of sponsorships within the larger total of funds. Mr. Gonzalez says that he will follow up with this information.

Vice-Mayor Pasanello requests a closeout of the FY2016-17 budget, which Mr. Gonzalez says he will be happy to provide; he also confirms that the numbers given in the report are only as recent as July, since August has not yet been reconciled.

G. Town Manager's Report - Ms. Kimberly Murray

The major storm of 11 August led to many downed trees and utility poles, which were cleared with assistance from the Police Department and residents. There was also lots of debris that had fallen from private property into the roadways; Ms. Murray communicated this matter to VDOT and learned that in such a case, this debris is the responsibility of the Town and / or property owners; she suggests that this is a contingency that should be discussed when the Council considers its next budget.

SHEETZ will wait until after Haymarket Day to close its gasoline pumps.

Later in the meeting, Ms. Murray will provide updates on the Town Center Project and VDOT Revenue Sharing Project.

Bull Run ASAP Program Board: Ms. Murray asks if the Council would like to appoint a Board Member, since it had participated in the past, with the most recent appointee being former Chief Noble.

Work continues on Zoning Map and the Town Planner will initiate some revisions of the Zoning Ordinance.

Personnel: Emily Lockhart has been hired as the Town's New Planner and Zoning Administrator, and will be a tremendous asset to the Town. The Town appreciates the help of Steve Gyuris who has served as the Interim Planner during the last few months.

Debra Sprehe is being appointed the Town's new Clerk of Council after an extensive career in office management and customer service. The Town is so excited to have her join its team, and thanks the outgoing Clerk, Danielle Kijewski, for her service to the Town.

Lots of work has been needed of late on the street lights for Haymarket Station and the Jefferson Street Bridge; the Town's lighting contractor has had difficulty in sourcing the necessary parts, but work continues.

Councilman Morris asks whether the Town has a contract for snow removal; when Ms. Murray answers that it does, he asks that she look into the restriction of heavy equipment on the Town's brick sidewalks. Ms. Murray says she will do so.

Vice-Mayor Pasanello asks whether Chief Lands has any thoughts regarding the Bull Run ASAP Board, since Chief Noble had served previously; Chief Lands had been appointed to this regional board in his previous jurisdiction, and would be happy to serve in this capacity, as he considers it a very good program. The Vice-Mayor thinks this could be a great resource to curb distracted driving in the Town, and Ms. Murray suggests the matter as a priority for the Council to raise during the legislative season.

7. Agenda Items

1. Proclamation: Blood Cancer Awareness Month and Lymphoma Awareness Day

Vice-Mayor Pasanello thanks the Council, and shares that this is the Town's 6th annual participation in this awareness campaign. Someone in the United States is diagnosed with a blood cancer every three minutes, and with lymphoma every five minutes. Support for research leads to innovative treatments and new drugs, so that more and more people are either in remission, or living with these diseases. He encourages those present to get swabbed for a bone marrow transfer database, which can be life-saving in the case of a match; those interested can register at www.dkms.org <<http://www.dkms.org>>.

Councilman Leake asks when the upcoming bike ride for lymphoma research will take place in Maryland, and the Vice-Mayor confirms that it will take place on the 24th of September.

2. Proclamation: National Suicide Awareness Week

Councilman Morris reminds those present that this is a tragedy that strikes everywhere, with victims of all ages.

3. Appointment: Debra Sprehe as Clerk of Council

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Joe Pasanello, Vice Mayor
AYES:	Cole, Morris, Pasanello, Edwards, Leake
EXCUSED:	Steve Aitken

4. Appointment: Chief Lands to Bull Run ASAP Board

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Joe Pasanello, Vice Mayor
AYES:	Cole, Morris, Pasanello, Edwards, Leake
EXCUSED:	Steve Aitken

5. ORD#2017-002: Meals-Tax-Free Weekend

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

6. Discussion Item: VDOT Revenue Sharing Grant Application FY2019-20

Town Engineer Katie McDaniel shares that the Town has identified a need to provide maintenance for Town infrastructure, such as sidewalks and curbs, as well as to provide some funding for the Town Center project. This VDOT grant program is one option to meet these needs; it is a matching grant, with the state and the Town each providing half. Applications for the FY2018-19 cycle are open from 1 August through 1 November; she will attend an information session later this month.

Ms. Murray adds that these funds, if granted, would be for use in the upcoming fiscal year; the proposal before Council is for permission to move forward with this application, and there would be further communications later about specific projects to include.

Ms. McDaniel met with Mr. Steve Shannon to identify specific deficiencies that would be suitable for presentation to VDOT for immediate correction.

Councilman Cole asks whether specific dollar amounts need to be included in the application; Ms. Murray confirms that they do. Mr. Cole confirms that this will require some planning with the budget. In response to question from Councilwoman Edwards, Ms. McDaniel says that it would be better to apply with two projects - things for immediate correction, and for the Town Center - in order to give these applications the proper attention. Vice-Mayor Pasanello confirms that the program requires a 50% match on everything.

7. Staff is authorized to move forward with preparing an application and draft resolution for VDOT's revenue sharing program for the Town Center work and Town right of way maintenance improvements.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Cole, Councilman
SECONDER:	Susan Edwards, Councilwoman
AYES:	Cole, Morris, Pasanello, Edwards, Leake
EXCUSED:	Steve Aitken

8. Town Center Project: Proposed Work Session (September 25)

A Work Session is proposed to discuss this matter on September 25th at 6:00 PM.

Councilman Cole confirms that there will be no voting, to ensure that it should not be a continuation of the present meeting. Ms. Murray confirms that the Council will not need to vote on anything, so it will be a work session.

Since Ms. Murray and Mayor Leake will be absent on October 2nd for the annual VML conference, the Council's Regular Meeting for October is rescheduled for October 10th at 7:00 PM.

8. Updates

1. Update: Planning Commission

There are no updates at this time, since the Commission did not meet this month.

2. Update: Architectural Review Board

The Architectural Review Board did not meet last month, but will convene later in September to consider some sign applications.

3. Update: Dominion Energy

Mayor Leake has spoken with Senator Black, who continues to oppose Dominion's above-ground options for its planned transmission line.

Vice-Mayor Pasanello shares that Dominion has rescinded the Carver Road option, and will probably return with an overhead option for I-66.

Councilman Morris thanks Senator Black and Delegate Marshall for continuing to fight on this issue.

9. Councilmember Time

A. John Cole

The storm of August 11th was very bad, but he was encouraged by his neighbors and other Townspeople coming out to assist. He thanks all for their help.

B. Susan Edwards

Councilwoman Edwards thanks the Police Department and Chief Lands for elevating the Department and its work within the community.

C. Steve Aitken

D. Chris Morris

Councilman Morris is excited for Haymarket Day, and praying for good weather.

E. Joe Pasanello

Vice-Mayor Pasanello thanks Mr. Smith for attending this evening, and thanks and welcomes the incoming and departing Town employees.

F. Connor Leake

Councilman Leake thanks the new and departing Town employees.

G. David Leake

Mayor Leake thanks the new and departing Town employees, as well as those who organized the tractor trailer to collect donations for victims of hurricane Harvey.

10. Closed Session

1. Entrance into Closed Session

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Connor Leake, Councilman
AYES:	Cole, Morris, Pasanello, Edwards, Leake
EXCUSED:	Steve Aitken

2. Certification of Closed Session

RESULT: ADOPTED [UNANIMOUS]
MOVER: Susan Edwards, Councilwoman
SECONDER: John Cole, Councilman
AYES: Cole, Morris, Pasanello, Edwards, Leake
EXCUSED: Steve Aitken

11. Adjournment


A. Motion to Adjourn

RESULT: ADOPTED [UNANIMOUS]
MOVER: John Cole, Councilman
SECONDER: Susan Edwards, Councilwoman
AYES: Cole, Morris, Pasanello, Edwards, Leake
EXCUSED: Steve Aitken

Respectfully Submitted:

Approved:


Debra Sprehe, Clerk of Council


David Leake, Mayor

12. Documents for Inclusion in the Public Record

1. Documents Submitted for Inclusion in Record



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REGULAR MEETING ~ MINUTES ~

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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.

Minutes Acceptance: Minutes of Aug : 17 7:00 PM (Minutes Acceptance)