



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ MINUTES ~

David Leake, Mayor
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, January 5, 2015

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

Councilwoman Pam Swinford: Absent, Councilman Matt Caudle: Present, Councilman Chris Morris: Present, Councilman Kurt Woods: Present, Councilman Joe Pasanello: Present, Vice Mayor Steve Aitken: Present, Mayor David Leake: Present.

2. Invocation

This evening's invocation is offered by Mr. Rizwan Jaka from The Adams Center

3. Pledge of Allegiance

This evening Pledge of Allegiance is led by Troops #786 & #1576

4. Citizen's Time

Dottie Leonard - 14801 Washington Street

She is concerned about the new sign located on the Old Post Office building. The Town established a design guideline for a reason. The Old Post Office being a Town owned property, should follow the ARB Guidelines.

She will be out of Town. She asks that the Town Council not look at anything that may come from the Planning Commission while she is out of Town.

5. Presentation

A. Police Department - Interim Chief Greg Smith

Interim Police Chief, Greg Smith presents to the Council and to the public the Department's new uniform. In addition each officer present took a reaffirmation of honor.

Councilman Woods presents Mr. William Hunt the following:

Whereas, Mr. William T. Hunt is a lifelong resident of the Haymarket area, and has been a resident of the Town for more than 50 years, and..

Whereas, Mr. Hunt has been involved in our community for many years; beginning his service in the United States Air Force, then becoming a deputy sheriff for Prince William County in August, 1960. In 1970, he became one of the original members of the newly-formed Prince William County Police Department. He served there, rising to the rank of lieutenant, until his retirement in 1996. Mr. Hunt served on the Town Council as well as having been a member of the local volunteer fire company, and..

Whereas, since his retirement from the County Police, Mr. Hunt served for over ten years as the Prince William County representative to the Bull Run Alcohol Safety Action Program, the agency responsible for oversight of convicted drunk drivers as they complete the recovery and probationary requirements imposed by the courts. Mr. Hunt stepped down from this position last month.

Minutes Acceptance: Minutes of Jan 5, 2015 7:00 PM (Minutes Acceptance)

Now, therefore, be it resolved that the Mayor and Town Council of the Town of Haymarket wish to recognize and commend Mr. Hunt for his many years of dedicated service to our community.

6. ConsentAgenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Caudle, Morris, Woods, Pasanello, Aitken
ABSENT:	Pam Swinford

A. Minutes Acceptance

- A. Mayor and Council - Special Meeting - Nov 12, 2014 4:00 PM
- B. Mayor and Council - Work Session - Nov 24, 2014 5:00 PM
- C. Mayor and Council - Regular Meeting - Dec 1, 2014 7:00 PM
- D. Mayor and Council - Special Meeting - Dec 12, 2014 6:00 PM
- E. Committee - Finance - Committee - Dec 17, 2014 2:00 PM
- F. Committee - Public Safety - Committee - Dec 19, 2014 8:30 AM

B. Request to Council - Use of Facility

C. Fiscal Year 2015 Budget Amendments

D. Department Reports

- A. Building Official's Report - Joe Barbeau, Jr.
- B. Town Engineer's Report - Holly Montague
- C. Town Planner's Report - Marchant Schneider
- D. Police Report - Interim Chief Greg Smith
- E. Treasurer's Report - Sherrie Wilson
- F. Museum Report - Denise Hall
- G. Town Manager's Report - Brian Henshaw

7. Agenda Items

A. Dominion VA Power - Planning Commission Report to Council - Matt Caudle 230 KV Transmission Lines

The Town Council would like to wait to act on this matter until after the public information meeting hosted by Delegate Bob Marshall

B. Zoning Administrator Zoning Text Amendment

WHEREAS, Virginia Code § 15.2-2286 authorizes any locality with a zoning ordinance to provide in the zoning ordinance for the appointment or designation of a zoning administrator to administer and enforce the zoning ordinance, and

WHEREAS, Chapter 58 of the Town Code, Zoning, defines the "Administrator" as the Town Council, charged with the enforcement of the Town's zoning ordinance; and

WHEREAS, having the Town Council serve as the Administrator has made the enforcement and the administration of the Town's zoning ordinance cumbersome for both the Town and its property owners;

NOW, THEREFORE, BE IT RESOLVED that the Town Council refers the following text amendment to the Planning Commission for consideration:

Sec. 58-1. Definitions.

Administrator, the, means the town council, which is charged with the enforcement person appointed by the Town Manager to administer and enforce of this chapter. The Town Manager may also appoint one or more deputy and assistant zoning administrators, who shall perform such duties as may be assigned to them.

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AND BE IT FURTHER RESOLVED that the Town Council directs the Commission to prepare additional amendments to Chapter 58, as necessary, to implement the proposed text amendment, hold a public hearing regarding said amendments, and return a recommendation to the Town Council within 90 days of the adoption of this Resolution.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
AYES:	Caudle, Morris, Woods, Pasanello, Aitken
ABSENT:	Pam Swinford

8. Councilmember Time

A. Chris Morris

- Morris commends the team that has worked on the street scape project.
- He asks the residents to give the police department a chance and opportunity to prove themselves.

B. Pam Swinford

C. Kurt Woods

D. Matt Caudle

E. Joe Pasanello

- He reminds that budget season is upon us.
- Looking forward to the strategic plan work session on January 22, 2015.
- He wishes everyone a Happy New Year

F. Steve Aitken

- He has been a Council member for 2 1/2 years, he has seen the Police Department go from a very low to a high. He commends the Interim Chief

G. David Leake

Mayor Leake provides his first "Mayor's Message":

It is truly an exciting time to be serving the Town of Haymarket. The town is rich with opportunities as we enter into this New Year and I would like to take this moment to stop and share with you some of the accomplishments of the past year and the goals for our Town in 2015. Before looking ahead, I would like to reflect on the past. It has been a pleasure to serve as your town Mayor; however I could not do it without my colleagues on the Town Council. I would like to thank the previous Council (2012-2014) for their dedication and service to the Town. Being an elected official is often a "thankless" job. In July of 2014, the Town started a new Council chapter, as five new Council members took office. I want to take this opportunity to thank our current Haymarket Town Council for their service and dedication. We have already spent many hours getting to know each other and working on setting our vision and goals for our town and for this I offer sincere thanks.

Throughout 2013-2014 the previous Council was able to start the construction of the Phase II Streetscape plan. Our current Council has been working with staff to ensure the completion of the project, although it has had numerous setbacks, we have worked diligently and are pleased and excited about the finished outcome and its enhancement to our town.

The current Council has made a commitment to investing more into our community during their service. The following projects have continued or were initiated in the fall of 2014 during their first 6 months.

- Continued design and engineering of the Jefferson Street multi-use path from the Washington Street traffic light to the future reconstructed Jefferson Street Bridge over I-66.
- Next step in Town Center Master Plan, which included hiring a professional engineering firm to begin the design and engineering of the Town Center based upon the accepted Town Center

Master Plan. Rinker Design and Associates was chosen through a competitive bid process and has began working on the design and engineering in September of 2014

- Started the Harrover Property Master Plan by hiring Sympoetica, Inc., a planning and consulting firm to begin creating a master plan for the Harrover property which is envisioned to be utilized for public/ recreational use (passive or active). There will be opportunities for residents to get involved in this process as 2015 progresses.
- In a continuation of the Parking Study, (a comprehensive look at the parking needs and current facilities within the Town along with suggested ordinance changes in the Spring of 2014), we added an additional "signage study" to take a comprehensive look at the current signage regulations within the Town and offer ordinance and renderings of potential changes to the signage and allowable signs and sizes for area businesses. This work is being performed by EPR, Inc. and will continue into 2015.
- In effort to assist the Town Planner in performing needed updates and long range planning initiatives, we have hired an "on-call planning" firm to assist on various projects that further the planning efforts within the Town. The Berkley Group has been hired to carry out these functions.
- From a capital improvement standpoint, the roof was recently replaced at the Town Museum.

These are all examples of ways the Council is investing into the Community in which we live and we are looking at each of the projects above to bring us closer to a redeveloped Town Center, more pedestrian friendly streets and a planned recreation facility at the Harrover Property.

In the past 6 months the Council has also been working on creating policies that help define the Council we are aiming to be and to shape our future as a local government as a destination location within the greater Northern Virginia area. The following are some examples of the new directions we are charting:

- Added two new member positions to both the Planning Commission and the Architectural Review Board; One position on the Planning Commission has yet to be filled.
- Added an Invocation to the order of the Agenda for the regular Council meetings.
- Invested funds into the Virginia Investment Pool, which a statewide local jurisdiction investment pool created by VML/VACO Finance. (The Council will be looking into investing more funds into the pool in the coming months.)
- Created sub-committees as part of the Council structure and set up. These committees are as follows: Public Facilities, Finance, Personnel, Public Safety and most recently Events.
- Placed a cap on the amount of meetings any elected or appointed official can be paid for.
- Through working with our Town Manager, we have created a Main Street Coordinator position which will curate the Museum, act as a Business Liaison and coordinate events for the Town.
- Upgraded our audio equipment within the Council Chambers. We will continue to upgrade equipment to better deliver availability of meetings to residents who are not able to attend regular scheduled meetings.
- Adopted the process of having a Consent Agenda as part of the agenda.

- Initiated Council member training and have created initiatives to allow staff, elected and appointed officials the ability to educate and grow within the designated service they provide to the Town.
- Adopted and unveiled a Strategic Action Plan for the terms of office, which includes the transition from a "mayor-council" form of government to a "council-manager" form of government. This action included the current Council adopting and signing a Code of Ethics and Standards of Conduct. We are asking our staff and appointed officials to share our vision and accountability by also signing and holding themselves to this standard.

2015 is full of possibilities and it is my desire for the Town to achieve goals that this Council has set out to accomplish. We can only achieve these through resident support and input. We are asking that residents be involved. As our adopted tagline states, "Haymarket, everyone's hometown", we want Haymarket to continue to be a locality that you are proud to call home and that is striving to not just create a place to live, but to truly create a community. It is the mission of Haymarket to provide residents, businesses and visitors with public services in a fiscally prudent and socially responsible way. Throughout 2015 we will strive to promote our core values, which include:

TRANSPARENT	INNOVATIVE
INTEGRITY	RESPECTFUL
ACCOUNTABLE	INCLUSIVE

This is my first message of what I hope to convey to our residents and businesses on a quarterly basis throughout the year, an update on where we are going and what we are accomplishing. Our adopted Vision Statement states it best; Haymarket, where a historic past and a positive future flourish. 2015 will be a year to flourish!

9. Adjournment

A. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Caudle, Councilman
SECONDER:	Kurt Woods, Councilman
AYES:	Caudle, Morris, Woods, Pasanello, Aitken
ABSENT:	Pam Swinford

Submitted:

Approved:

 Jennifer Preli, Town Clerk

 David Leake, Mayor

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