



# TOWN OF HAYMARKET TOWN COUNCIL

## REGULAR MEETING ~ MINUTES ~

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

15000 Washington St  
Haymarket, VA 20169

Tuesday, September 2, 2014

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: Present, 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. Moment of Silence

### 3. Pledge of Allegiance

### 4. Citizen's Time

#### Chuck Carnahan -

- He thanks the Council for a great staff that has helped Longstreet Commons
- He thinks we are missing a great opportunity with regard to the proposed Dominion 230 KV Transmission lines. He thinks we should request Dominion to bury the Washington Street lines.
- In the draft resolution of the attorney contact policy, he feels we should add a revision to the last paragraph on page 15 to include the residents of the Town. He feels the residents of the Town should be included

#### John Alger - Haymarket Gainesville Business Association (HGBA)

He is here this evening speaking for Soki LaSada who is a resident of Haymarket. At the latest HGBA meeting they met Councilman Pasanello who invited them to attend this Council meeting. He reminds that the Town is a member of the HGBA. He looks forward to seeing everyone at Haymarket Day.

#### Ralph Ring - 14920 Greenhill Crossing Drive

He reminds that the Town is not one square mile, it is a quarter of a square mile. He is here mostly to talk about fiscal responsibility - Council wants to add four new positions. The ARB did not meet last month, we don't need more people. One of the people you want to bring on is Susan Edwards who resigned from the Town Council. Her resignation cost the Town money. He would not rehire someone who quit their job. With regard to the two Planning Commission, he is distressed that Councilman Caudle has missed three meetings. He reminds of Ms. Leonard's comments to the Council that the street scape engineering is flawed and that never happened during her terms on Council; he reminds that it did happen with regard to the foundations when Greenhill Crossing was built.

#### Josh Mattox - 15008 Gossom Manor Place

He is here to speak to the Council regarding the Council Pay Structure policy. He would like the policy denied.

#### A. Amend the Agenda

Move to amend the agenda to add as item , and ordinance to waive late payment penalties & interest for change of real estate tax due date and to add as agenda item F, discussion of the Dominion Virginia Power 230kV transmission lines.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Aitken, Vice Mayor
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

## 5. Consent Agenda

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kurt Woods, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

- A. Town Credit Card Policy
- B. Zoning Administrator - Zoning Text Amendment
- C. Management of Leases - Brian Henshaw
- D. AGI-2014-108 has been moved to Councilmember Time
- E. Council Pay Structure Policy - Finance Committee
- F. Minutes Acceptance

- 1. Committee - Public Facilities - Committee - Aug 4, 2014 6:00 PM
- 2. Mayor and Council - Regular Meeting - Aug 4, 2014 7:00 PM
- 3. Committee - Personnel - Committee - Aug 6, 2014 7:30 AM
- 4. Committee - Finance - Committee - Aug 20, 2014 9:30 AM

## 6. Agenda Items

### A. Colt Bradley - Eagle Scout Project

Colt Bradley is here this evening to let the Council know he finished the re-build and replacement of the Civic Sign located at the eastern end of Town. Colt gives a big thanks to Shawn Landry who helped him with this project.

### B. Architectural Review Board Member - Pam Swinford

Move to appoint Susan Edwards of 6938 Little John Court to the Architectural Review Board for a 4-year terms beginning September 17, 2014 through September 16, 2018.

**Discussion:** *Swinford has worked with Susan before on the ARB and attests that there were circumstances that were personal, and don't need to be made public for quitting the Town Council. She has a great work ethic; she has always had the best interest for the Town. The Mayor comments that he has known her since he moved in. She is an example of a citizen that he would recommend to sit on a board. Morris supports her appointment.*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Pam Swinford, Councilwoman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

### C. Budget Amendment - Jennifer Preli

Move to amend the Fiscal Year 2015 Budget by reducing the General Reserves Line item by \$4,500, leaving a balance of \$78,575 and increasing the Museum: Repairs & Maintenance Line Item from \$500 to \$5,000.

**Discussion:** *Aitken comments that this has been a long time coming and needs to get done.*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Aitken, Vice Mayor
<b>SECONDER:</b>	Kurt Woods, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

### D. Invocation Guidelines - Brian Henshaw

Move to adopt the draft invocation guidelines as presented as a parameter for which the Town

Council will conduct any invocation as part of the regular Town Council meeting.

**Discussion:** *Wood regrets that he was not in attendance for the last discussion on this matter, but he supports an invocation; he feels it reminds us that its not just about us, that it is about something bigger. He definitely supports having an invocation.*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Joe Pasanello, Councilman
<b>SECONDER:</b>	Chris Morris, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

#### E. Real Estate Tax Penalties

Move to adopt the ordinance to set the due date for the 2014 Real Estate Tax Resolution #20140902-2 as presented

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Joe Pasanello, Councilman
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

#### F. 230kV Transmission Lines

The Mayor briefs the Council on an emergency meeting held by the Greenhill Crossing HOA and other HOA communities. The HOA's are getting together various concerns about the proposed transmission lines. A reminder that Dominion is holding a public information session on September 10 at Battlefield High School. There will be shuttle busses from Somerset available.

Council directs the Town Manager and the Town Attorney to draft a resolution presenting the Town's position on the proposed lines. Council directs the staff to schedule a special meeting of the Council for September 15, 2014 at 7:00 PM.

## 7. Department Reports

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

The Town Manager reminds Council of the fall retreat for Council on September 27, 2014. Mike Chandler will be joining Council. Following the retreat will be a staff picnic, also at Sky Meadow State Park

It is necessary to reschedule the October regular meeting of the Town Council since it overlaps the VML Annual Conference. Date set for October 9, 2014 @ 7:00 PM.

The Mayor asks Tony Giuffre, PWC Electoral Board Member, to address Council. He would like for the Council to consider, for next year's Presidential Election, allowing them use of the Town Hall for in-person absentee voting for six weeks prior to election day.

## 8. Closed Session

#### A. Enter into Closed Session

Move to enter into closed session pursuant to 2.2-3711

A(7) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically the Town Center Master Plan request for proposals

A(1) Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or

resignation of specific public officers, appointees, or employees of any public body, specifically employees of the police department

A(29) Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, specifically the contract with Finley Asphalt & Sealing

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Morris, Councilman
<b>SECONDER:</b>	Kurt Woods, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken, Leake

#### B. Certification of Closed Session

Move to certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kurt Woods, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken, Leake

#### C. Amend the Agenda

Move to amend the agenda to consider the award of the contract for the Town Center Master Plan

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Morris, Councilman
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

#### D. Town Center Master Plan

Move to authorize the Town Manager to execute the contract proposal for the Town Center Master Plan design and engineering with RDA Civil Engineering. It is further moved that the funds for this expenditure are to come from the designated line item Town Center Master Plan Architectural/Engineer Fees

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Chris Morris, Councilman
<b>SECONDER:</b>	Kurt Woods, Councilman
<b>AYES:</b>	Swinford, Caudle, Morris, Woods, Pasanello, Aitken

## 9. Councilmember Time

#### A. Chris Morris

- Morris addresses the citizen's comment from earlier in the meeting with regard to the Attorney Contact Policy. He would like Council to consider the citizen's proposed amendment.
- He thanks the staff for the business breakfast that was held last month. He thinks this is really important to keep these meetings scheduled.
- He proposes to remove the Mayor from the public facilities committee, he recommends Ms. Swinford sit on that committee instead.

#### Councilman Morris

##### Reconsider Attorney and remove from consent

Move to reconsider the motion approving the attorney contact policy and remove the matter from the consent agenda

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Steve Aitken, Vice Mayor  
**SECONDER:** Kurt Woods, Councilman  
**AYES:** Swinford, Caudle, Morris, Woods, Pasanello, Aitken

**B. Attorney Contact Policy - Brian Henshaw**

Move to amend the attorney contact policy by adding "and citizens" to last paragraph on page two of the policy

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Kurt Woods, Councilman  
**SECONDER:** Joe Pasanello, Councilman  
**AYES:** Swinford, Caudle, Morris, Woods, Pasanello, Aitken

**C. Pam Swinford****D. Kurt Woods****E. Matt Caudle**

He would like us to continue to push on the transmission line issue.

**F. Joe Pasanello**

He would like to address the comments received earlier from a citizen regarding this council's management style. He feels that we have a very good staff of professionals who are doing a very good job and are going to help the Council do what is right for the Town.

**Councilman Pasanello**

Move to adopt a proclamation recognizing September 2014 as Blood Cancer Awareness Month and a proclamation recognizing September 15, 2014 as Lymphoma Awareness Day

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

**G. Steve Aitken****H. David Leake****Mayor Leake**

The Mayor would like to remind the Council of the request from the Capital area food bank and from the Willing Warriors; both items are in the agenda packet this evening.

## 10. Adjournment

**A. Motion to Adjourn**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Chris Morris, Councilman  
**SECONDER:** Kurt Woods, Councilman  
**AYES:** Swinford, Caudle, Morris, Woods, Pasanello, Aitken

Submitted:

Approved:

  
\_\_\_\_\_  
Jennifer Pelli, Town Clerk  
\_\_\_\_\_  
David Leake, Mayor