

TOWN OF HAYMARKET, VIRGINIA  
Chartered 1799  
County of Prince William

HAYMARKET TOWN COUNCIL  
BUDGET WORK SESSION  
March 17, 1998

**MAYOR**  
**John R. Kapp**

**ATTORNEY**  
**Peter Steketee**

**COUNCIL**  
**James Shepard, Vice Mayor (absent)**  
**Mary Lou Scarbrough**  
**Dottie Leonard**  
**Bob Seffinga**  
**Mark Branca**  
**Richard Bird (absent)**

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**Budget Work Session**

Council agreed BZA members should get \$50 (instead of \$30) for each meeting. Town Clerk to go back and make adjustment for the meetings they have held in the last three years.

**Council** raise to \$80 per meeting x 24 meetings x 6 council members. Planning Commission \$60 for chairman x 18 meetings and \$45 per commissioner x 4 members x 18 meetings. Councilman Branca states he would like Council to get another PC member with an engineering background.

Councilman Branca suggests we have the monthly salary for the Mayor plus a meeting fee. **Mayor** at \$125 per meeting x 24 meetings plus monthly salary of \$500.

\$9000 Mayor, \$11,500 Council = \$20,520.

BZA \$50 per member per meeting x 5 members.

**Town Employees**

Councilman Branca suggests all town employees receive a 5% increase.

**Town Clerk** currently at \$11.50 per hour x 10% increase = \$12.65 x 32 hours per week plus \$15.00 per hour for meetings, plus medical insurance.

The Town Clerk states she found in the minutes in 1992 the Council approved for the Town Clerk to receive \$15.00 per hour for meetings. The former Town Clerk told Jeannie for payment of the first meeting she attended to write the check for \$30. The meeting was two hours. Mrs. Keller did not tell Jeannie the rate was \$15 per hour. Councilman Branca told the Town Clerk to go back and figure the hours and what the amount should have been.

The Town Clerk asked for a part time assistant. Council agreed to 20 hours per week at \$8.00 per hour = \$8320 plus employee taxes.

**Police Department**

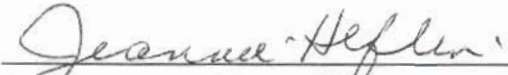
Councilwoman Scarbrough states the Police Department requests a 10% increase. Sgt Bockey will be raised to \$34,000 and Officer Roop to \$28,500. The new officer will be at \$12,000 (cost to town - annual salary \$24,000 - 50% by COPS grant) = \$74,500 in police dept salaries.

Councilwoman Leonard will check into group medical insurance. The Town Clerk states she may want to go on the town policy.


**Adjournment**

Meeting adjourned at 10:32 p.m.

**RESPECTFULLY SUBMITTED:**

  
\_\_\_\_\_  
Jeannie Heflin, Town Clerk

**APPROVED:**

  
\_\_\_\_\_  
John R. Kapp, Mayor

tcbud398

**TOWN OF HAYMARKET, VIRGINIA**  
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**County of Prince William**

**HAYMARKET TOWN COUNCIL**  
**continuation of March 2, 1998 meeting and budget work session**  
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Mayor Kapp opened the continuation at 7:15 p.m.

**Business License**

Henry & Steve Merkli, 15201 Washington Street, garden center - bulk top soil, mulch, plants and landscape stone. Mayor Kapp asked how they will stabilize their material. They will use berms and put up silt fence at first. They would like to be open year round, sell wood in the winter. They will use the old auto dealer building for an office.

Councilwoman Leonard moved to send to the ARB to look at their concept, second by Councilwoman Scarbrough. Councilman Branca asked about the impact to the site, stating if done right it would be a good use. Mr. Merkli states they will be on a month to month lease with Mr. Leaberry.

Mayor Kapp suggests since the applicant is working under a 30 day lease maybe the business license could be temporary. Atty Steketee states we can stipulate a term. Mayor Kapp asked if applicant will post a bond for clean up should they leave without cleaning up. Councilman Branca states Councilwoman Leonard's concern is the piles of mulch, etc. which we would prefer in the back of the site. Atty Steketee states the code states the term is one year unless applicant agrees to a shorter term.

Councilwoman Leonard amends her motion to approve the business license contingent upon their working with the ARB on a 60 day term, second by Councilwoman Scarbrough. Atty Steketee states the record should agree - applicants agree to the 60 day term. Motion amended to such and second. **Yea:** Councilwoman Leonard, Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca **Nay:** none. Motion carried by 4/0 vote.

Bond set at \$2,000, applicant agrees to post the bond before they pick up their business license.

Cesario's Inc., 15201 Washington Street - construction office in trailer. Councilman Branca moved to disapprove the business license based on not having a proper place of employment (trailer), second by Councilwoman Leonard. **Yea:** Councilwoman Leonard, Councilman Seffinga, Councilman Branca **Nay:** none **Abstain:** Councilwoman Scarbrough. Motion carried by 3/0 vote.

Councilman Seffinga suggests we write a letter to property owners to get all trailers, truck trailers, etc removed from property. Letters should go to Jerry Leaberry, Gene Frogale, Noell Inc.

Councilwoman Leonard states she received a fax from someone who wants a mini storage building on the Leaberry property. A formal submittal has not come yet.

#### **NEW BUSINESS**

##### **Hankes claim**

Linda Hankes filed a claim against the town. She fell in the VDOT storm drain one evening during the carnival (held on Leaberry property last May). We believe the storm drain is in the VDOT right of way and we are awaiting a letter of ownership from VDOT.

##### **Violation**

GTE parking lot - GTE has put a gravel parking lot over their septic system on Madison Street. Mayor Kapp will speak with them.

##### **Ordinance Amendment - DWI Section 8-4**

Atty Steketeer suggests we put this on the April agenda and schedule a public hearing for April 6 at 7:00 p.m.

##### **Street Scape Ordinance**

Tabled to April 6

##### **Floor Restoration/Bathroom**

John Greco is going to get a bid on the town hall front door which is to be exact same door with a brass mail slot.

##### **Rats**

Someone from the Public Health Department to speak to Council on April 6.

##### **Business License Violation**

Cramer's Hauling - Mayor Kapp reports Mrs. Cramer states in regard to the people who subcontracted to them two of them quit and one was fired so they will not have anyone else working for them in any capacity.

Jean Lane, Lane's Motors Sales and Jean's Used Things - Mrs. Lane came to renew her business license and presented the fire marshal inspection which was required for her 1997 business license. The inspection form indicated there were two violations of the fire code. Council agreed to send her a letter that the violation is to be resolved by the May Town Council meeting.

##### **Gas Company Franchise**

Columbia Gas asked for a 30 year term. Mayor Kapp met with their representative who said they could not explain what the town's options are. The franchise allows them to put their piping in and no one else can use their pipe. They could not answer why we have to have a public hearing. Atty Steketeer will study for the April 6 meeting. Councilman Branca asks if in the franchise agreement we can insure they can't restrict the supplier.

##### **Greenhill Crossing Recreation Center memberships**

Mayor Kapp states in regard to the 50 memberships proffered by H/P Companies in Greenhill the

Homeowner's Association has sent their proposal to the Council. The memberships are \$400 for individual and \$650 for family. This entitles the member to tennis courts, swimming pool and the recreation facility (work room equipment). Mayor Kapp states he will put this information in the next newsletter for residents information.

**ISTEA** - Councilman Branca talked to Art Woods today who states we are waiting to hear from Virginia Power.

#### **Madison Street cul de sac improvement**

Fred Price has all meets and bounds for Madison Street. He will fax this information to Atty Jamison.

#### **Town Hall Roof**

Mayor Kapp states the roof is rusting. He has an estimate of \$450 to paint the roof. Councilman Branca moved to approve painting the roof, subject to ARB approval of color, with a cap of \$500, second by Councilwoman Scarbrough. **Yea:** Councilwoman Scarbrough, Councilwoman Leonard, Councilman Seffinga, Councilman Branca. **Nay:** none. Motion carried by 4/0 vote.

#### **April Clean Up day**

Scheduled for April 18. Need chairman and volunteers. Peterson Companies has offered \$150 to provide lunch for volunteers.

#### **Newsletter articles**

Due by April 1. Mayor Kapp to thank Pam and Kendra Stutz of the Red Rooster for their generosity in the Princess Bear Beanie Baby Raffle.

#### **Virginia Downtown Development Association - 14th annual Spring conference, Portsmouth Virginia**

Wednesday night through Friday. Mayor Kapp and Councilwoman Leonard are interested in going. Registration \$175 each, hotel \$75.00 per night, plus mileage, maximum \$500 each person. Councilman Branca moved to send two individuals to the VDDA Spring Conference with a \$500 maximum expenditure per person, with a \$1000 cap, second by Councilwoman Scarbrough. **Yea:** Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca. **Nay:** none, **Abstain:** Councilwoman Leonard. Motion carried by 3/0 vote.

#### **Building Permits for final Council approval**

The following building permits have been recommended for approval by the Planning Commission and the ARB:

Ryan Homes, 6797 St. Paul Drive, Section 9, Lot 1, Vandenburg B - Councilwoman Leonard moved to approve, second by Councilwoman Scarbrough. Councilman Branca asked if we are putting the approval on the building plans. Yes it is on the plans and on the building permit. Councilman Branca states he wants the architectural approval attached to the building plans. Town Clerk to give to Jim Lowery. **Yea:** Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca, Councilwoman Leonard. **Nay:** none. Motion carried by a 4/0 vote.

Councilman Branca states he thought the ARB is to approve plans and put the approved ARB sticker on the plans.

Ryan Homes, 6821 St. Paul Drive, Sect 9, Lot 7, Vandenburg A with morning room - Councilwoman Scarbrough moved to approve, second by Councilwoman Leonard. **Yea:**



Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca, Councilwoman Leonard. **Nay:** none. Motion carried by a 4/0 vote.

US Home, Section 9, Lot 23, 6860 St. Paul Drive, Birchfield B - Councilwoman Scarbrough moved to approve, second by Councilman Branca. **Yea:** Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca, Councilwoman Leonard. **Nay:** none. Motion carried by a 4/0 vote.

US Home, Section 2, Lot 10, 6885 Jockey Club Lane, Birchfield A - Councilwoman Scarbrough moved to approve, second by Councilwoman Leonard. **Yea:** Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca, Councilwoman Leonard. **Nay:** none. Motion carried by a 4/0 vote.

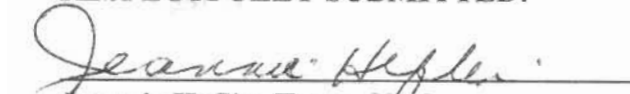
**Executive Session**

Councilwoman Scarbrough moved to go into executive session pursuant to Virginia Code 2.1344a.1 to discuss personnel matters, second by Councilwoman Leonard. **Yea:** Councilwoman Scarbrough, Councilman Seffinga, Councilman Branca, Councilwoman Leonard. **Nay:** none. Motion carried by a 4/0 vote.

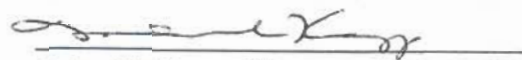
**Adjournment**

Councilman Seffinga moved to go out of executive session into regular session and to adjourn, second by Councilwoman Scarbrough. Meeting adjourned at 10:32 p.m.

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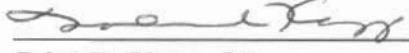
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