

## Call to Order

Mayor Stutz calls the meeting to order at 7:00 p.m.

## Roll Call

Tobias, Leake, Stutz, Kenworthy, Weir  
Absent: Scarbrough & Cole

## Citizen's Time

**Suzanne Leake** – Resident and a teacher at Haymarket Baptist Church Preschool. Haymarket Baptist Church Preschool was invited to the Town's holiday event last weekend. They had requested a 5:00 time slot for the preschoolers to perform. They had it all arranged and last Friday an email was sent changing the time slot for the children to perform. The children and parents waited quite a long time while another group was performing; eventually they just left and were never able to perform. She requests an apology letter from the Town.

**Gerry Kennedy** – responds to Mrs. Leake. He says the email correspondence chain reflects that Spend the Day in Haymarket emailed Haymarket Baptist Church 12 days ago about the change of time. Mr. Kennedy responds that he will write a letter to Ms. Frasz.

## Minutes

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**Tobias motions to approve the minutes of November 7 & 15, 2011 with one correction provided to the Clerk, Weir seconds;**

**Ayes: 4**

**Nays: 0**

**Absent: Cole & Scarbrough**

## Piedmont Tire & Auto

Erosion & Sediment Control Bond

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**Tobias motions to authorize the release of Letter of Credit #1944 in the amount of \$38,537.54 for the Erosion & Sediment Control bond for Piedmont Tire & Auto Site Plan #AFSP20110301 approved by the Town Council on March 7, 2011, Leake seconds;**

**Tobias-Yes, Leake-Yes, Kenworthy-Yes, Weir-Yes, Cole-Absent, Scarbrough-Absent**

## Villages of Haymarket

Town Planner reminds that this item was reviewed by the Town Council last month.

John McBride – Representing the applicant addresses the Council

Council issues a staff directive to prepare a modified package for the January meeting for the Preliminary Plat for Villages of Haymarket Phase II.

\*\*Council changes the January 2012 meeting from January 3 to January 10, 2012

## **Structural Engineer Reports**

*Council has requested the Mr. Hall's comments be on record in their entirety.*

Mr. David Hall is here to discuss his reports for the Hulfish House and the Haymarket Post Office  
In brief summary: the post office recommendation is to build a pole building inside the building. He fears raising the building would destroy it. He would replace the bottom floor and stabilize the 2<sup>nd</sup> floor.

Hulfish House – Floor framing of the Hulfish house is not sufficient to carry any type of light retail or office load. The water in the basement must be taken care of. He does not believe it's a structural issue so much as it is a health issue. The moisture and humidity can destroy the structure eventually. The main bearing wall that goes between the front room and the back room has been destroyed.

Leake asks if roof replacement would be one of the first things to be done to both buildings. He does not feel the roofs are a structural problem more an architectural issue. He again states that the water entering the building should be addressed immediately, and it could be expensive. The engineer also states that the Hulfish house cannot even take a residential load at this time. He would not replace the flooring, but sister the joists. Once the floor boards are up you get a better idea of the floor joists, but right now they span too far for any type of occupancy.

Weir –asks for Engineer's opinion on potential damage through this winter. He responds that the roof structure itself is in pretty good condition. When he went into the attic the structure itself looked pretty sound. We might want to consider intermediate shoring for this winter. He feels the same way about the Post Office. He recommends a stud wall for this winter to mitigate the 2<sup>nd</sup> floor of the Old Post Office. He also recommends that any exposed areas should be tarped for this winter.

We also asks about the foundation: condition of the footers, with the exception of the front and rear we are abandoning the foundation. Hulfish house foundation is in pretty good condition and would not need to use the same methods as the Old Post Office. He still recommends putting in some intermediate joists in the Hulfish House. Weir asks if there is extensive termite damage. The engineer did not see any signs of termites, but that is not to say they weren't there at some point in the past. A hole was cut in the floor, the cellar itself has a stone foundation, it looks like they didn't finish the stone wall, but beam is probably rotted, he is proposing from the front foundation to the other foundation wall a shoring up and the bearing wall needs shoring, it is sagging about six inches. You will have to excavate the central footings and have those checked.

Tobias asks about estimates. He is thinking that the post office building, just for the structure, not counting all the bells and whistles, just for framing: \$25,000-\$50,000. Hulfish might be less on the framing part. The cost could be \$30,000 for waterproofing the cellar. He comments to keep in mind that this is a stone foundation, stone leaks. Shoring would be in the \$20,000 range, perhaps less. If we would like to not have any occupancy at all on the 2<sup>nd</sup> floor of both buildings you can eliminate the cost of stabilization for both to just the first level. His reports assume 50lbs. per square foot of load on both floors, for both buildings. The Old Post Office will need additional things done if the 2<sup>nd</sup> floor is to be used by office, or order to meet code (such as access), the stairwell does not meet code and will not be able to be used. In the Hulfish House the front stairs meets code, but barely, the back stairs do not.

Leake asks about other historic structures, could you not use it for museum or historical structure. If there is any assembly space at all, the code requirements would be different than for office or retail. It would still have to be looked at.

Mayor asks about foundation, her home is similar to both of these buildings and she has standing water a lot, but uses a sump pump. The engineer comments that a lot of times they will put in a concrete wall on the interior of the foundation, so the look is still there, but the building has some waterproofing.

The Town Attorney asks if the flooring could for milling purposes. Mr. Hall does not recommend it.

Tobias: asks about these improvements and the impact on historic structures. Mr. Hall comments that typically historic resources govern the exterior only.

Haymarket Town Council  
15000 Washington Street, #100, Haymarket, Virginia 20169  
Monday, December 5, 2011 – Mayor Pamela E. Stutz

Mayor would like to know where the council stands on the two structures:

Tobias – Demo Hulfish; fix the Old Post Office

Leake – Rent the Old Post Office, Hulfish just look good, appealing to the eye.

Milt – Feels there is more history in the post office, Hulfish should come down.

Weir – Bring down the Hulfish, restore the Old Post Office

Mayor suggests that we would allocate \$150,000 toward the Post Office. Her suggestion would be to move forward with renovations on the Old Post Office.

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**Tobias motions to advertise a public hearing on January 10, 2012 for the consideration of demolition of the Hulfish House and at the same time, a proper advertising to include a sign on the fence and possibly a listing for rent or sale, Kenworthy seconds;**

**Discussion: Town Attorney would like to research this matter before it is voted on.**

\*\*Short break for the Town Attorney to research the minutes.

Town Attorney advises the Mayor that the motion was out of order as there had been no notice of the action and all members of the council should have the opportunity to be present before any action is taken.

Mayor rules the Tobias motion out of order.

**Weir motions to suspend the rules, Tobias seconds;**

**Tobias-Yes, Leake-No, Kenworthy-Yes, Weir-Yes, Cole-Absent, Scarbrough-Absent**

**Tobias moves to move forward on the previous motion for scheduling a public hearing for the consideration of demolition of the Hulfish House and at the same time place a sign on the property that it is for sale and/or rent, Weir seconds; Discussion:**

Town Attorney asserts that there are fundamental principles that must take place. Weir is in favor of this we are not taking an action here, we are merely acting upon the information that has been provided by the structural engineer. We are going to have a hearing where the intent is to revisit how to proceed. Mayor feels that if you are going to ask to demo the Hulfish House, why not both of them. She asks that having only looked at it tonight feel if Weir has enough information to move forward with demolition, Weir responds yes with regard to the Hulfish House as the report confirms his suspicions.

**Tobias-Yes, Leake-No, Kenworthy-Yes, Weir-Yes, Scarbrough-Absent, Cole-Absent**

\*Weir asks staff provide the structural engineer reports to public and have it available for the public hearing.

## **Zoning Permit Application**

Tobias motions to approve zoning permit application; Tobias motions that the Town Council approve Zoning Permit #20111114 for a medical office to be located at 15111 Washington Street, #121, in accordance with Section 58-177(9) of the Town Code, Weir seconds

Ayes: 4      Nays: 0      Absent: Scarbrough & Cole

## **Building Official's Report – James R. Lowery, Jr.**

- DR Horton will not have any houses occupied in 2011, probably around March 2012
- Cupcake Heaven has moved to 15125 Washington Street (Bloom Building)

Mayor asks if the storage yard on the Wolf property has been resolved. The Town Planner comments that he and the Town Manager and he have met with the property owner and will report back to council on this matter.

## **Treasurer's Report – James Naradzay**

Provides the Treasurer's Report

## **Closed Session**

The Town Manager advises Council of the necessary closed session discussions: Leases, Town Center Property; Town Contractors; and Annexation

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**Weir moves to divide, Tobias seconds;**

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**Tobias motions to enter into closed session pursuant to 2.2-3711-A(7) consultation with the Town Attorney on a matter requiring specific legal advise namely leases, status of leases on Town Center Property, Weir seconds;**

**Tobias-Yes, Leake-Yes, Kenworthy-Yes, Weir-Yes, Cole-Absent, Scarbrough-Absent**

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**Tobias to enter into closed session pursuant to 15-2907(b) Annexation, Weir seconds;**

**Tobias-Yes, Leake-Yes, Kenworthy-Yes, Weir-Yes, Cole-Absent, Scarbrough-Absent**

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**Leake motions to enter into closed session pursuant to 2.2-3711 A(1) for discussion and consideration of a named employee of the Town of Haymarket, Weir seconds;**

**Tobias-Yes, Leake-Yes, Kenworthy-Yes, Weir-Yes, Cole-Absent, Scarbrough-Absent**

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**Weir motions that the Council of the Town of Haymarket does hereby certify that to the best of each member's knowledge, only public business matters lawfully exempt from the open meeting requirements by Virginia law were discussed in the closed session, to which this certification applies, and only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by Council, Leake seconds; Discussion:**

**Tobias-Yes, Leake-Yes, Cole-Absent, Scarbrough-Absent, Kenworthy-Yes, Weir-Yes, Stutz-Yes**

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**Tobias motions to appropriate up to \$2,500 to retain the services of Mary K Earhart for consultation, analysis, and further training on Quickbooks and to help the Town comply with standard government accounting principles and practices. Funds to come from the Professional Services/CFO line item, Weir seconds;**

**Tobias-Yes, Leake-No, Kenworthy-Yes, Weir-Yes, Scarbrough-Absent, Cole-Absent**

## **Police Report – Chief James E. Roop**

Quote and grant information. DMV gives a list of vendors; the PD has chosen the 1 vendor who sells the same camera that is already installed in the other vehicles.

New vehicle will be on the road by the 19<sup>th</sup>.

**Tobias motions to appropriate up to \$5,000 from Capital Improvements for the purchase of an in-car camera from Watch Guard, with the money to be returned to that line item when the grant is received, Kenworthy seconds;  
Tobias-Yes, Leake-Yes, Kenworthy-Yes, Weir-Yes, Cole-Absent, Scarbrough-Absent**

Tobias asks about court, can we have coverage at night time.

Leake asks if they could at least try to carpool, he happened to be in court and saw 3 cruisers at the same time.

Weir asks why we cannot have 2 court days.

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**Tobias motions to continue the regularly scheduled meeting of December 5, 2011 to December 19 @ 7pm, Kenworthy seconds;**

**Ayes: 4**

**Nays: 0**

**Absent: Cole & Scarbrough**

Submitted:

Approved:

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Jennifer Preli, Town Clerk

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Pamela E. Stutz, Mayor