



TOWN OF HAYMARKET TOWN COUNCIL
REGULAR MEETING
~ MINUTES ~

Kimberly Henry, Clerk of the Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, November 6, 2023

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 Council Chambers, commencing at 7:00 PM.

Vice Mayor TracyLynn Pater called the meeting to order.

I. Call To Order

Council Member Marchant Schneider: Absent, Council Member Joe Pasanello: Remote, Councilman Matthew Gallagher: Present, Vice Mayor TracyLynn Pater: Present, Council Member Alexander Beyene: Present, Council Member Mary Ramirez: Present, Mayor Kenneth Luersen: Absent.

II. Pledge of Allegiance

Vice Mayor Pater invited everyone to stand for the Pledge of Allegiance.

III. Invocation: Pastor Tim McGowan - Living Hope Evangelical Presbyterian Church

Vice Mayor Pater introduced Pastor Tim McGowan and invited him to the podium to give the evening's invocation.

IV. Youth in Government Presentation

Vice Mayor Pater gave the floor to Councilmember Ramirez who gave a brief presentation on the Youth in Government program that she recently organized and conducted. She stated that they opened up the application process late August and received 14 applicants from various middle schools. She stated the layout of the program was 4 weeks. The first week was an introduction meeting with staff, Mayor Luersen and Vice Mayor Pater. At this first meeting, the mentors shared their roles and responsibilities. The scenario for the program was created. Councilmember Ramirez continued to the second meeting, where the students made their own agenda and started researching the options. The third week, the students conducted their own mock Work Session. And the final meeting, the students held a mock Council meeting with public input and a decision was made. In conclusion, Councilmember Ramirez shared that she felt that the students learned a lot and is looking forward to possibly hosting another event in the near future. She thanked the staff for the planning, particularly Town Manager Kyriazi and Deputy Clerk Elswick along with Vice Mayor Pater for the endless planning prior and during the sessions.

V. Haymarket Day Recap and Recognitions

Town Manager Emily Kyriazi recognized Chief Al Sibert and Town Clerk Kim Henry for their recent anniversaries. At this time, Mrs. Kyriazi gave the floor to Rachel Sawyer, the event coordinator who gave a brief report on Haymarket Day. Ms. Sawyer shared despite the wind and some small hiccups, Haymarket Day was a huge success again this year. She stated that she spoke several vendors and shared that they were all pleased with the success of the day. She thanked everyone for their help and the collective knowledge that made the day a successful one. Ms. Sawyer opened the floor for any questions. Vice Mayor Pater congratulated Ms. Sawyer for the incredible job she did organizing the event.

VI. Citizens Time

Gainesville District Board of Supervisor Bob Weir approached the podium reminding everyone of the general election the next day. He provided some updates on a couple things going on from the County level. He shared that the initial gateway hearing and voting from the County Planning Commission is scheduled for Wednesday of that week. He stated that the subject is to be before the Board of Supervisors in December. He also that the County budget season is about to get started and encouraged Council to bring any items that they would like help with in funding to him.

VII. Consent Agenda

Prior to proceeding onto the Consent Agenda, Vice Mayor shared that Councilmember Schneider was in route and would like to be present for the discussion of Agenda Item #2 - Policy and Procedures Revision. There was a consensus of Council to move that item to #3 to give Mr. Schneider sufficient time to be present.

Vice Mayor Pater asked if anyone would like to pull any items from the Consent Agenda. The Treasurer's Report and the Police Chief Report was pulled for discussion.

Councilmember Pasanello moved to adopt Consent Agenda items A:1-2; B:1, 4 and 5; and C:1-5. Councilmember Ramirez seconded the motion. The motion carried.

After the discussion on the pulled items, Councilmember Pasanello moved to adopt Consent Agenda items B:2-3. Councilmember Gallagher seconded the motion. The motion carried.

A. Minute Approval

1. Mayor and Council - Work Session - Sep 25, 2023 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Mary Ramirez, Council Member
AYES:	Joe Pasanello, Matthew Gallagher, Alexander Beyene, Mary Ramirez
ABSENT:	Marchant Schneider

2. Mayor and Council - Closed Session/Regular Meeting - Oct 2, 2023 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Mary Ramirez, Council Member
AYES:	Joe Pasanello, Matthew Gallagher, Alexander Beyene, Mary Ramirez
ABSENT:	Marchant Schneider

B. Department Reports

1. Town Administration Report

2. Town Treasurer Report

Councilmember Beyene asked the Town Treasurer if the accounts presented in the report are single accounts. Mr. Gonzalez stated that they were but intends on having a conversation on moving funds to CD or Money Market accounts. There was a discussion on what the bank will insure. Mr. Gonzalez stated that he can reach out to bank and get a report on how much they will insure. Councilmember Pasanello asked Councilmember Beyene his concerns. Mr. Beyene stated that he would like to see diversification among other banks particularly if the Town will only insure up to a certain amount.

3. Police Chief Report

Councilmember Beyene asked Chief Sibert about the out of town activity that was on his report. Mr. Beyene also noticed the response time and asked the Chief for an explanation. Chief Sibert stated that the response is an average but that it is a good average. Mr. Beyene commented that this is one of benefits of having a local police department.

Lastly, Mr. Beyene recognized the code violations, in particular the crosswalk violations. He stated that from personal experience that drivers are not yielding to pedestrians and wondered if the Chief could have the department enforce that code. Chief Sibert stated that the department has been addressing the crosswalks most recently in their traffic patrol but will have his officers write the violation for crosswalk rather than another traffic violation.

Councilmember Ramirez followed up with the crosswalk pedestrian safety. She asked if there has been some preventive measures to ensure safety. Chief Sibert shared that he has been working with the Town Manager on some upgrades that will be beneficial. There was also a discussion on a target time that shows a larger volume of traffic in Town. Chief Sibert shared that the highest volume of traffic is in the 4-5 pm time frame. A discussion followed on the support that the Chief needs during that time.

4. Town Engineer Report
5. Town Attorney Report

C. Liaison Reports

Vice Mayor Pater asked if Council would like to pull any items from the Consent Agenda. Co

Councilmember Pasanello moved to adopt Consent Agenda items A: 1-2; B: 1,4,&5; and C:1-5. Councilmember Ramirez seconded the motion. The motion carried.

After the discussion, Councilmember Pasanello moved to adopt Consent Agenda items B:2-3. Councilmember Gallagher seconded the motion. The motion carried.

1. Finance Liaison Report
2. Business Liaison Report
3. Community Relations Liaison Report
4. Planning Commission Liaison Report
5. Architectural Review Board Liaison Report

VIII. Agenda Items

1. Budget Amendment: Resolution #2023-014

Town Treasurer Roberto Gonzalez shared that the budget amendment before the Town Council was to help recover the funds from the stolen check on the purchase of the police cruiser. He stated that a claim has been filed with VRSA insurance. He stated that he created a line item for this particular check for transparency and audit purposes.

Councilmember Pasanello moved that the Haymarket Town Council approve an appropriation to the Fiscal Year 2023-2024 budget as designated by Resolution #2023-014. Councilmember Ramirez seconded the motion. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Mary Ramirez, Council Member
AYES:	Joe Pasanello, Matthew Gallagher, Alexander Beyene, Mary Ramirez
ABSENT:	Marchant Schneider

2. Prince William County Stormwater Grant Match

Town Manager Emily Kyriazi stated that she wanted to update the two newest members of Council on this subject. She shared that approximately 2 years, the Council was interested in getting some assistance from Prince William County public works to evaluate the Town's stormwater management system. She stated that the Town has several stormwater management systems that should be run by the respective HOA's that are possibly showing some failures due to age or overall maintenance. She shared that the Town has one system specifically that's not under any HOA management but should be maintained by someone. She shared that the HOA never came to fruition on the development on the south side of Jefferson Street commonly known as the 18th century homes. She shared that the Town worked with the County and had a team of professionals evaluate the system and the area. She shared that the team guided the Town into applying for this grant or working with them so that the Town could get some grant funding. Mrs. Kyriazi shared that the Town has received assistance from the County. She shared that the County has reached out because the Town agreed to a local match with them. She stated that the local match is \$40,000. Mrs. Kyriazi stated that they will be taking this matter to the Board of Supervisors at their November 28th meeting. She stated that the payment will need to be made following that meeting in December. She stated that she wanted to bring this to everyone's attention and for having their team make the assessment and working with contractor and learn more about the deficiency and the steps that need to be taken. A discussion followed on the subject. Mrs. Kyriazi shared instances in previous summers that the system was burdened when there was a torrential storm and flash flooding would take place. The discussion continued on the subject.

3. Policy and Procedures Revision - Payables Policy

At this time, Councilmember Pasanello suggested that the Council move on to Councilmember Time while waiting on Councilmember Schneider's arrival since he wanted to be present during this discussion. After Councilmember Time, Mr. Schneider had not arrived so they continued on with the Policy and Procedures agenda item.

Vice Mayor Pater gave the floor to Town Treasurer Roberto Gonzalez on any updates. Mr. Gonzalez shared that he received feedback from the finance liaisons on making the policies and procedures more clearer in regards to authorized signatures on checks. He stated that he wanted to clear up the policy from 2016 to be more transparent and fiscally responsible. He also stated that there was an addition to the policy by sending any checks in the amount of \$10,000 or more would be sent via certified mail with a sign receipt. A discussion followed on the policy on making electronic payments whenever possible. Mr. Gonzalez stated that he will make ACH payments whenever possible. Mr. Gonzalez shared other procedures that were recently put in place.

Councilmember Pasanello moved that the Haymarket Town Council accept the payables, receivables, and check signing policy effective November 6, 2023. Councilmember Gallagher seconded the motion. The motion carried by a roll call vote.

Town Treasurer Roberto Gonzalez also discussed the subject of the transferring of funds. The discussion was a carryover from the Work Session, directing Mr. Gonzalez as the Treasurer would be able to convert the existing escrow account into a premium money market and also transferring funds from the General Operating account to a higher interest return account. Mr. Gonzalez shared that he would recommend that the first initial transfer be set up as a 9 month CD because of the higher interest rate. Discussion followed on the recommendations that Mr. Gonzalez proposed. After the discussion, the Town Council gave the directive for Mr. Gonzalez to proceed once he checks with the bank in the FDIC insurance with the bank and presents that to the finance liaisons. The finance liaison committee will report back to the Council in their reports.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Matthew Gallagher, Councilman
AYES:	Joe Pasanello, Matthew Gallagher, Alexander Beyene, Mary Ramirez
ABSENT:	Marchant Schneider

IX. Councilmember Time

1. Vice Mayor Pater

Vice Mayor Pater reminded everyone how important for their voice to be heard by getting out and voting at the upcoming election. She also thanked Chief Sibert and Ms. Henry for their years of service to the Town. She thanked everyone who participated in the last Haymarket Day and its success. She reminded and encouraged everyone to stop by the Town's museum to support the Crossroads Art Alliance. Ms. Pater shared that there are 2 more Sundays left for the Farmer's Market for the season. She shared information on the Town's Christmas and Holiday Event and Operation Santa Claus sponsored by the Police Department.

2. Councilmember Beyene

Councilmember Beyene reminded everyone about the elections the next day. He shared a little about himself during this time so that the citizens are informed when they go to the polling place.

3. Councilmember Pasanello

Councilmember Pasanello congratulated both Ms. Henry and Chief Sibert on their respective employment anniversaries. He also thanked Supervisor Weir for coming to this evening's meeting to share some topics prior to the election and encouraged everyone to get out and vote. He thanked and congratulated everyone involved with the Youth in Government program, particularly the youth.

4. Councilmember Schneider

Councilmember Schneider was not present at this time to give his report.

5. Councilmember Ramirez

Councilmember Ramirez again thanked everyone involved in the Youth in Government program and that she was looking forward into getting all the feedback from the exit surveys. She also encouraged everyone to get and vote on November 7th.

6. Councilmember Gallagher

Councilmember Gallagher thanked the Council and Staff on their thoughts, prayers and gift on the passing of his mother. He stated that he was able to tell her of his appointment to the Town Council before her passing which meant a lot to her. Mr. Gallagher reminded everyone about Veteran's Day at the end of the week. He thanked the veteran's in the Town and surrounding area for their service to the nation.

X. Adjournment

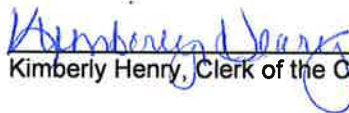
With no further business before the Town Council, Councilmember Ramirez moved to adjourn with a second by Councilmember Beyene.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Ramirez, Council Member
SECONDER:	Alexander Beyene, Council Member
AYES:	Joe Pasanello, Matthew Gallagher, Alexander Beyene, Mary Ramirez
ABSENT:	Marchant Schneider

Submitted:

Approved:


Kimberly Henry, Clerk of the Council


Kenneth Luersen, Mayor

