



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, June 5, 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.

Mayor Kenneth Luersen called the meeting to order.

I. Call To Order

Council Member Marchant Schneider: Present, Council Member Joe Pasanello: Present, Vice Mayor TracyLynn Pater: Present, Council Member Alexander Beyene: Present, Council Member Mary Ramirez: Present, Council Member David M Leake: Present, Mayor Kenneth Luersen: Present.

II. Pledge of Allegiance

Mayor Luersen invited everyone to stand for the Pledge of Allegiance.

III. Invocation - Rev. Donald Meeks, Greenwich Presbyterian Church

Mayor Luersen invited The Rev. Donald Meeks from Greenwich Presbyterian Church to the podium to give the evening's invocation.

IV. Business Spotlight: Alexandra Zubowicz - Thrive Med Spa

Prior to the Business Spotlight, Mayor Luersen shared that Police Chief Sibert would like to take an opportunity at this time to introduce the newest member of the police department to the Town. Chief Sibert introduced and welcomed Officer Mike Danielson to the Haymarket Police Department. Chief Sibert stated that Officer Danielson served with the Winchester Police Department for 27 years until his retirement a short time ago. Chief Sibert stated that Officer Danielson will bring a lot of knowledge to the department and will be employed as a part time officer.

At this time, Mayor Luersen introduced Alexandra Zubowicz from Thrive Med Spa as this evening's business spotlight. Mrs. Zubowicz shared that she is a general and bariatric surgeon with UVA Health in Haymarket. She shared that she decided to open up a medical spa and wellness center. She shared with the Town Council what kind of services her business offers and what she has planned in the future. She shared that she will be having a ribbon cutting in July and invited everyone to attend.

V. Community Spotlight - Gainesville/Haymarket Rotary Flags for Heroes Event

In the absence of the representatives from the Gainesville/Haymarket Rotary Club, Town Manager Emily Kyriazi updated the Town Council on the Flags for Heroes event scheduled for Saturday, June 10 at the Town Park. Mrs. Kyriazi invited the public to attend this special ceremony starting at 5 p.m.

VI. Citizens Time

There were no citizens present wishing to address the Town Council during Citizens Time.

VII. Consent Agenda

Mayor Luersen asked if the Town Council wished to have any reports pulled prior to approving the Consent Agenda. Council Member Schneider asked to pull the finance liaison report. Council Member Ramirez asked to pull the Town Administration, Police Chief and Town Attorney Reports. Mayor Luersen asked to pull the Business liaison report.

Mayor Luersen stated that once all the reports were discussed, a motion can be made to accept the Consent Agenda.

After all the pulled reports were addressed, Council Member Pasanello moved that the Town Council adopt Consent Agenda items A;1-2, B:1, C:1-5 and D:1-5. Vice Mayor Pater seconded the motion. Mayor Luersen made a friendly addendum that all reports were accepted. The motion carried.

A. Minute Approval

1. Mayor and Council - Work Session - Apr 24, 2023 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Schneider, Pasanello, Pater, Beyene, Ramirez, Leake

2. Mayor and Council - Public Hearing/Regular Meeting - May 1, 2023 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Schneider, Pasanello, Pater, Beyene, Ramirez, Leake

B. Amended Resolution #2023-004: Remote Attendance Policy

1. Memo Resolution 2023-004 Remote Meeting Policy

C. Department Reports

1. Town Administration Report

Council Member Ramirez thanked staff for adding the new businesses in the Town to the end of the report. Council Member Ramirez asked about the sidewalk update. Town Manager Emily Kyriazi shared that staff met with The Engineering Group, the consultant company, that is drafting the site plan. Mrs. Kyriazi shared that site plan is near completion at 90% and expects 100% completion within the next couple of weeks. Mrs. Kyriazi gave a timeline once the site plan reaches 100%. Mrs. Kyriazi shared that she will be bringing information about putting out a bid package at the next work session.

Council Member Pasanello recognized the success of the Farmer's Market. He suggested that an introduction of new staff members in the next quarterly newsletter.

Mayor Luersen asked for updates on the Communications Plan. Mrs. Kyriazi shared that she plans on meeting with Vice Mayor Pater during the week to work on the Communications Plan. Lastly, there was a suggestion that the Town Maintenance provide more of a detailed report. Mrs. Kyriazi shared that at the next month's report will have a more detailed report from the Town Maintenance employee. Mrs. Kyriazi provided a verbal update on what the employee has been working on.

Mayor Luersen also asked to provide any updates on the stormwater assessment program. Mrs. Kyriazi provided an update by stating that there is an agenda item addressing the grant program. Mrs. Kyriazi stated that the money has been awarded but the stormwater assessment grant technical correction requesting the EPA to change the name on the grant funding from the Town of Haymarket to Prince William County since the County originally applied for the grant on behalf of the Town and will be helping the Town to facilitate it with the Town providing the 20% match. Once the name change has been switched, the Town will go before the appropriations committee for the awarding of the monies.

Mayor Luersen addressed the Town's website and asked that there be updates especially in regards to the new staffing.

2. Town Treasurer Report

3. Chief of Police Report

Council Member Ramirez shared that she liked how the Chief added the traffic summons descriptions along with the Code sections to the report. Chief Sibert stated that the department focuses on being a pedestrian friendly town and uses the summons as an education not to penalize anyone. She also recognized the amount of prescriptions collected at the recent drug take back day. Chief Sibert shared that this program was in cooperation with Prince William County Police and UVA Health Systems. She also thanked the Chief for his work with the Town Manager in reaching out to VDOT with increasing volume of traffic in the Town. Lastly, Council Member Ramirez shared the end of the year water balloon battle between the police department and the children in the Longstreet subdivision. Chief Sibert encouraged the public to also attend the ice cream social at the Town Park following at 4 pm.

Council Member Leake asked about the data that is provided from the speed camera signs. Chief Sibert stated that the data shows high points of the day when there is speeding violations,

gives daily and weekly average of speed limits so that it can target when it is a good time for the department to run radar.

Council Member Pasanello asked that the traffic summons be put on a graph. Council Member Pasanello asked that the Chief share with the rest of the Town Council the recent funding the department received. Chief Sibert shared that the department recently received the LELO grant and received an ARPA grant through DCJS in the amount of \$12,000.

Council Member Beyene asked if the Chief could give a reason in the up tick of dispatched calls. Chief said that the up tick has to do with more residents moving in the Town within the last year and more businesses opening within the last year. He stated that with the current staffing, the department is able to handle the calls. Lastly, Chief Sibert answered the reasoning for the increase on calls for service.

4. Town Engineer Report

5. Town Attorney Report

Council Member Ramirez asked Town Attorney Simmons if the topic of High Pointe in the report can be discussed in open session. Mr. Simmons shared that since this is his first day as our attorney, he would need some time to get information on the subject and will be better able to advise if this item can be discussed in an open meeting in the future. Town Manager Emily Kyriazi shared that she and the Town Treasurer have a meeting scheduled with Mr. Simmons. Mrs. Kyriazi also shared that High Pointe has submitted an application and that the application has been reviewed. She continued to state that there is not a comprehensive plan amendment request attached with their documents.

Council Member Pasanello welcomed Mr. Simmons to the Town as the new attorney. Mr. Pasanello also thanked Martin Crim for his ten years of service to the Town and wished him the best in his new venture.

D. Liaison Reports

1. Finance Liaison Report

Council Member Schneider shared that during the CIP discussion the subject of moving forward with the Town Center Site plan. Mr. Schneider asked for any updates from finance if the Council would still be moving forward to an RFP process. Council Member Pasanello shared that there needs to be more of a discussion on the subject. He stated that the focus and top priority is the RFP for the sidewalk. A discussion followed on the importance of the project.

2. Business Liaison Report

Mayor Luersen stated that he would like to highlight the upcoming DC Fox 5 zip trip on Friday, June 16th. Vice Mayor Pater shared that Fox5 will be broadcasting from in front of the museum from 6:00 am - 11:30 am. Vice Mayor Pater shared that she and staff recommended Supervisor Bob Weir as the Town's local legend for his efforts in protecting the royal crescent for many years. She also announced that they recommended Donna Flory as the Hometown Hero for the amazing volunteering that she does within the community. She also stated that the Blz beat business highlight will be Mane Masters and three Haymarket restaurants would be highlighted. Lastly, she shared that local businesses such as Transform Power Yoga will be doing the morning exercise segment, Jazzercise will be in the Tyler 's workout segment and battle of the brews between Trouvaille and Great Mane Brewery will round out the morning. She shared that it will be a full yet exciting morning and encouraged everyone to come out.

3. Community Relations Liaison Report

4. Planning Commission Liaison Report

5. Architectural Review Board Liaison Report

VIII. Agenda Items

1. Resolution #2023-008: Budget Amendment PD Vehicle Purchase

Town Treasurer Roberto Gonzalez explained that when the first amendment was requested and approved, it did not include the additional features done by the original purchaser. He stated that the original purchaser could not proceed with the final purchase of the vehicle so that Town was able to purchase the vehicle but needed to pay for the extra features that were put on the vehicle in the amount of \$2519 which would be taken from the CIP.

Council Member Pasanello moved that the Haymarket Town Council approve an appropriation to the Fiscal Year 2022-2023 budget as designated by Resolution #2023-

008. Vice Mayor Pater seconded the motion. The motion passed unanimously by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Schneider, Pasanello, Pater, Beyene, Ramirez, Leake

2. Resolution #2023-009: Hazard Mitigation Plan

Chief Sibert stated that he reviewed the document and did not see any specific triggers as requested by Mayor Luersen but will follow up with Emergency Services.

Council Member Pasanello moved that the Town Council approve Resolution #2023-009: Hazard Mitigation Plan. Vice Mayor Pater seconded the motion. The motion passed unanimously by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Schneider, Pasanello, Pater, Beyene, Ramirez, Leake

3. Resolution #2023-010: Adoption of FY24 Real Estate Tax Rate

Town Treasurer Roberto Gonzalez shared that this resolution was set forth to adopt the FY24 real estate tax rate at 0.111 per \$100 if the Town Council wishes to do so. He shared that the public hearing was held on May 1, 2023.

Council Member Pasanello moved that the Haymarket Town Council adopt Resolution #2023-010: Resolution to adopt the Real Estate tax rate for the fiscal year beginning July 1, 2023 and ending June 30, 2024. Vice Mayor Pater seconded the motion. The motion passed unanimously by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Schneider, Pasanello, Pater, Beyene, Ramirez, Leake

4. Directive for Public Notice on Third Quarter Budget Amendment

Town Treasurer Roberto Gonzalez shared that toward the end of the fiscal, the staff tries to correct any overages that may take place during the budget year. He stated after reviewing the adjustments needed, a public hearing will not be needed. He stated he can make the necessary adjustments by switching funds within the current budget perimeters and that it would be less than 1% of the total current budget. He requested that the Town Council address and possibly approve the budget amendment at their June 26th work session. A discussion followed on addressing the budget amendment during the June Work Session.

5. Stormwater Assessment Grant Technical Correction Request

Town Manager Emily Kyriazi updated the Town Council on the Stormwater Assessment Grant correction request. She stated that it is a common practice if one locality is working with another jurisdiction that the jurisdiction would accept the monies in from a grant and would help the locality to fulfill the project requirements. Mrs. Kyriazi shared that the Town received the grant and is looking for Prince William County to help the Town with the assessments. She stated that the Town is asking the EPA to list Prince William County as the listed grantee and receive the monies on the Town's behalf. Mrs. Kyriazi stated that Prince William County Public Works director agreed that it would be a smoother transition of the funding and that they would help with the general facilitation of the assessment. She shared that even though the County will be assisting, this is still a big project for the Town and will take a lot of staff time and that the Town's Engineer will also be spending a lot of time on this project. Mrs. Kyriazi stated that the hopes is to achieve a well documented report showing the deficiencies and priorities so that the Council can discuss what actions to take. A discussion followed on the subject. Mrs. Kyriazi requested that the Town Council give a directive for her to sign on behalf of the Town to have

the name changed from the Town of Haymarket to Prince William County. The Town Council directed Mrs. Kyriazi to proceed with her request.

6. Town Park Building Questionnaire

Town Manager Emily Kyriazi distributed the Town Park building questionnaire to the Town Council for review. She gave the floor to Vice Mayor Pater and Council Member Schneider to discuss with the Council the questions that they came up with. Council Member Schneider shared that in 2016 there was a plan and that these questions were a reaffirmation from that plan. He stated that he worked with both the Vice Mayor and the Town Manager to come up with 6 questions with an introduction of the plan that was adopted in 2016 and that the Council conducting an exercise on what to do with the Park building. Mr. Schneider went over the questions that the team came up with. Vice Mayor Pater also shared that the staff will be utilizing a QR Code. She also encourages the Council to visit their neighbors with the questionnaire. A discussion followed on the questions. There was also a discussion on maintenance and staffing if the Council decided to either keep the building or put up a new building. Vice Mayor stated that they came up with a foundation of questions. And based on how the community responds to the questions, the Town Council can then decide which direction that would like to pursue. The discussion continued on the response rate and the timeline as to when to close the survey in order to determine the Council's next steps.

7. Town Museum Rental Discussion

Town Manager Emily Kyriazi shared that an opportunity arose since the last meeting when the Town Council discussed opening up the museum for rental purposes. Mrs. Kyriazi stated that the recurring utility expenses to keep the museum as is costs the Town approximately \$500 a month. She also shared that the costs for operating the museum as a place for those to rent would increase due to additional cleaning, staff hours to set up and tear down, internet and other costs associated with renting the property. Mrs. Kyriazi shared that after the last meeting, a very active group approached staff with an offer of a arts alliance program. She shared that the group would organize and schedule events like arts shows, open mic night, poetry night that would promote arts in the community. Mrs. Kyriazi stated that the group would look at the museum as the home base of their organization and the Town could still utilize the building to rent out for meetings and the such. Mrs. Kyriazi shared that she, along with Vice Mayor Pater, will be meeting with them again and will be inviting them to a Town Council meeting to present their idea to the Council.

At this time, Town Manager Kyriazi opened the floor for questions and also to discuss the rental fees presented so that the Town can start renting the building to HOA's and organizations for a meeting place. The Town Council asked several questions about the group and if they would charge for their events. There was also a discussion of insurance on their art if the Town rented it for a meeting space. Mrs. Kyriazi requested that the Council give a directive to proceed with drafting an agreement with the input from the Town Attorney so that she could start and offer the building for a meeting space. The Town Council also discussed a security deposit for those wanting to use it as a meeting space. There was also a question on who would manage the meeting schedule and who would be the point of contact to reserve the building for a meeting. Mrs. Kyriazi shared that the event coordinator would hold the master schedule. She continued to state that the event coordinator would work with herself on the scheduling and with the Town Maintenance Coordinator on having the building ready and available for the meeting date. Lastly, Mrs. Kyriazi stated that she is working with Prince William County to obtain an occupancy load before permitting the use of the museum.

IX. Council Member Time

1. Vice Mayor Pater

Vice Mayor Pater recognized that June is Pride month. She thanked and gave appreciation to the Town Staff and Police Department. Vice Mayor Pater also stated that she is looking forward to the Longstreet Commons water balloon fight on June 15th. She announced that the next Business Roundtable will be held on Tuesday, June 27th at the Haymarket Hilton Garden Inn .

2. Council Member Beyene

Council Member Beyene did not have any comments.

3. Council Member Pasanello

Council Member Pasanello welcomed the new Town Attorney Olaun Simmons to the dais. He also recognized June 4th as National Cancer Survivor Day and recognized those who have survived this disease.

4. Council Member Schneider

Council Member Schneider shared that the Architectural Review Board are losing 2 members on June 30th. He shared and thanked Stacy Curran and Suzi Luersen for their service on the ARB and that they decided not to serve for another 4 year term. Mr. Schneider shared that he would be away quite a bit this summer but will try to give feedback on items as he is able.

5. Council Member Ramirez

Council Member Ramirez reminded everyone of the Primary on June 20th. She recognized and thanked Officer Chan for his interaction with kids. She also shared her excitement on the Longstreet Commons end of the school year water balloon fight between the kids and the Police Department.

6. Council Member Leake

There was no comment from Council Member Leake.

7. Mayor Luersen

Mayor Luersen thanked everyone who stopped and talked with him at the last Farmer's Market.

X. Adjournment

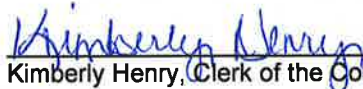
With no further business before the Town Council, Council Member Ramirez moved to adjourn with a second by Vice Mayor Pater. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Ramirez, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Schneider, Pasanello, Pater, Beyene, Ramirez, Leake

Submitted:

Approved:


Kimberly Henry, Clerk of the Council


Kenneth Luersen, Mayor