



# 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, January 10, 2022

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

Councilman Marchant Schneider: Absent, Councilman Chris Morris: Present, Councilman Joe Pasanello: Remote, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Present, Councilwoman Mary Ramirez: Present, Mayor Kenneth Luersen: Present.

## II. Pledge of Allegiance

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

## III. Invocation - Mark Brady, Park Valley Church

Mayor Luersen asked Pastor Brady to the podium to give the evening's invocation.

## IV. State Legislature Day - Danica Roem

Delegate Roem shared several House Bills that she will be presenting at the 2022 General Assembly. Some of the bills that she will be presenting is a BZA bill that would provide funding for BZA's to get outside legal counseling on matters; having elected officials that receive more than \$100 from developers disclose the donation and recuse themselves on any vote in connection with that developer; putting a cap on FOIA fees, which would directly affect the Town; a bill that would take 10% of the Commonwealth's surplus for localities to work on problem pedestrian/bicycle areas; reforming the guardianship program; a DMV bill that would extend drivers license period for those in the military that is stationed outside of Virginia; meal debt elimination that students may be carrying so that they can graduate or participate in school activities, and the faster response in meal assistance applications. Ms. Roem asked for any questions after her presentation. A short discussion followed.

## V. Citizens Time

Bobby Kelly, a resident of Heritage Hunt, addressed the Town Council on the subject of proposed upcoming data centers. Ms. Kelly stated that a group of concerned citizens have gathered and is in opposition of the County's comprehensive plan that has planned the building of future data centers in the existing rural crescent that abuts Manassas battlefield and Heritage Hunt. She gave information regarding the impact of data centers would have in the area. She stated that the group have a petition against the data centers and asked that the Town provide information to the citizens and consider signing the petition.

## VI. Consent Agenda

Mayor Luersen asked to pull the Town Administration report off the Consent Agenda.

**Councilman Weir moved to adopt the Consent Agenda items A: 1-3, B: 2-6 and C: 1-5. Councilman Pasanello seconded the motion. The motion carried.**

### A. Minute Approval

1. Mayor and Council - Work Session - Nov 29, 2021 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

2. Mayor and Council - Special Meeting - Dec 6, 2021 5:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

3. Mayor and Council - Regular Meeting - Dec 6, 2021 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

## B. Department Report

### 1. Town Administration Report

Mayor Luersen addressed the subject of snow removal and the maintenance of sidewalks during a recent snow storm. The Mayor stated that there has not been a concrete policy in place. He asked the staff if a temporary plan has been put in place until the Council comes up with a concrete policy. Town Planner Emily Kyriazi gave a brief report on how snow removal from the sidewalks was done in previous years. Mrs. Kyriazi also stated that the Town has a signed snow removal contract with a company but the sidewalks are not included at the contracted rate. Sidewalk snow removal would be an additional cost. She stated that, upon review from the finance liaisons, she would recommend to have the sidewalk snow removal added as an additional service until the contract ceases in March 2022. Mrs. Kyriazi also suggested that a full plan be in effect by December 2022. A discussion followed on the subject. After the discussion, Mayor Luersen asked that the Town take responsibility of the streets on Washington Street and the multi-use pathway on the northwest side of Jefferson Street. The Town Council was in agreement with the Mayor's recommendation.

Mayor Luersen asked for the details on the maintenance truck purchase and the fleet maintenance schedule on the vehicle. Chief Sibert stated that it would be beneficial to the Town to include the truck with the police vehicle fleet maintenance schedule. A short discussion followed. Without objection, Mayor Luersen directed the Police Chief to the Town maintenance truck into the police department fleet vehicle maintenance schedule.

Mayor Luersen addressed the recent increase in COV-ID related cases and asked that the office make sure that the protocols are in place and being followed.

2. Police Chief Report
3. Town Treasurer Report
4. Town Planner/Zoning Administrator Report
5. Town Engineer Report
6. Town Attorney Report

### C. Liaison Reports

1. Finance Liaison Report
2. Police Liaison Report
3. Planning Commission Liaison Report
4. Architectural Review Board
5. Business Roundtable

**VII. Agenda Items**

**1. Chief Sibert's 100 Days in Review Presentation**

Police Chief Al Sibert gave his 100 day review while in office. He stated upon his hiring, he talked with current officers, staff and Town Council and have set some short and long term goals along with a 100 day plan to have the most important issues addressed. The following was in the 100 day plan: a full policy review, a full inventory of departmental resources, a full inventory of departmental equipment to include status, an inventory and audit of all evidence and evidence room procedures, server acquisition, and drone program and policy adoption. Chief Sibert gave a detailed report on each issue. Chief Sibert also gave other items that the department has worked on or accomplished within his 100 days in office. He provide long term goals with the most important goal is for the department to be accredited.

**2. 2022 Meeting Schedule**

Town Clerk Kim Henry stated that at the December regular monthly meeting, the Town Council moved to not have a work session at the end of December but did not adopt the 2022 meeting schedule.

**Councilman Weir moved that the Town of Haymarket Town Council set the 2022 meeting schedule as provided. Councilman Pasanello seconded the motion. The motion carried.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

**3. Town Hall Inclement Weather Policay**

Town Planner Emily Kyriazi shared that the office follows Prince William County government on their inclement weather policy. Mrs. Kyriazi shared that with the better server system now in place, the staff has better capabilities to telework and would like to discuss and implement a teleworking policy for the future. A short discussion followed. Mrs. Kyriazi asked until a teleworking policy is implemented, that she work with the Mayor to make a determination for staff members to telework that live a distance. There was no objection from the Town Council. There was a short discussion on the DMV Select hours and contract. Town Clerk Kim Henry shared that the contract would not be effected if the Select office had to close due to inclement weather and that she has the capability of rescheduling the appointments from home. She stated that DMV is aware of regional weather that could effect one office to close yet in another region the offices would be open.

**4. RFP for Town Sidewalk**

Town Planner Emily Kyriazi stated that due to the inclement weather and holiday schedules, she did not have an update but will have one available at the next work session in January. No action was taken. A discussion followed on the timeline and the design build policy that was implemented at the December Regular monthly meeting.

**5. Event Coordinator Position**

Town Planner Emily Kyriazi gave a brief update on the position. Mrs. Kyriazi stated that the job description had not change since presented at the last meeting but will not proceed with the social media position at this time. She stated that the position was discussed with the finance liaisons at one of their recent meetings. Mrs. Kyriazi requested that the Town Council approve the position with a condition that the salary amount is approved through the finance liaisons. A short discussion followed.

**Vice Mayor Pater moved that the Town Council approve the event coordinator position conditioned on the final discussion of salary and payment through the finance committee and the final approval given by the finance committee regarding salary. Councilman Morris seconded the motion. The motion carried by a roll call vote.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	TracyLynn Pater, Vice Mayor
<b>SECONDER:</b>	Chris Morris, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

## VIII. Councilmember Time

### 1. Bob Weir

Councilman Weir asked that the Town recognize a local citizen and give an accommodation to him who received the Coach Wooden citizens cup from the NCAA. Councilman Weir also stated that he would like for Council to consider a resolution at the February regular meeting in support of HB79. He also shared that anyone interested in information on the proposed data centers that the County is considering to contact him.

### 2. Joe Pasanello

Councilman Pasanello thanked the Mayor for recognizing Law Enforcement Officer Day. Also, Mr. Pasanello stated that January is Firefighter Cancer Awareness month and stated that he would like to bring attention to the importance and dedication of our firefighters.

### 3. TracyLynn Pater

Vice Mayor Pater stated that the events in December were successful and thanked all who attended. Ms. Pater shared the date for the next business roundtable meeting.

### 4. Marchant Schneider

Due to Councilman Schneider's absence, there was no report.

### 5. Mary Ramirez

Councilwoman Ramirez thanked the Town Staff for the hard work and dedication. Mrs. Ramirez also thanked the Mayor for the recognition of the Law Enforcement Officer Day.

### 6. Chris Morris

Councilman Morris stated he had nothing to report.

### 7. Ken Luersen

Mayor Luersen had nothing to report.

## IX. Closed Session

### 1. Motion for Closed Session

**Councilman Weir moved that the Town Council go into closed session pursuant to Virginia Code § 2.2-3711(A)(1) for a personnel matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the office of the Town Manager; and as permitted by Virginia Code § 2.2-3711 (A)(7), consultation with legal counsel or briefing by staff members or consultants pertaining to probable litigation involving Haymarket Properties Group and the pending case of Bean vs. The Town of Haymarket, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Town; and as permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding a specific legal matter requiring the provision of legal advice by such counsel relating to multiple jurisdictional contracts. Vice Mayor Pater seconded the motion. The motion carried.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	TracyLynn Pater, Vice Mayor
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

### 2. Certification

**Councilman Weir moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as**

cited in that motion. Councilman Morris seconded the motion. The motion carried by a roll call vote.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Chris Morris, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez, Luersen
<b>ABSENT:</b>	Marchant Schneider

**3. Appointment of Acting Town Manager**

Vice Mayor Pater moved to appoint Emily Kyriazi as the acting Town Manager effective January 1, 2022. Councilman Morris seconded the motion. The motion carried by a roll call vote.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	TracyLynn Pater, Vice Mayor
<b>SECONDER:</b>	Chris Morris, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

**4. Directive**

With no objections from the Town Council, Councilman Morris directed the finance liaisons, as discussed, in relation to the numeration for the acting Town Manager.

**X. Adjournment**

With no further business before the Town Council, Councilman Weir moved to adjourn with a second by Councilman Pasanello.

**1. Motion to Adjourn**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Morris, Pasanello, Weir, Pater, Ramirez
<b>ABSENT:</b>	Marchant Schneider

Submitted:

Approved:

  
Kimberly Henry, Clerk of the Council

  
Kenneth Luersen, Mayor

