



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION

~ MINUTES ~

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

15000 Washington St
Haymarket, VA 20169

Monday, August 30, 2021

7:00 PM

Council Chambers

A Work Session 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: Present, Councilman Chris Morris: Present, Councilman Joe Pasanello: Present, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Present, Councilwoman Mary Ramirez: Present, Mayor Kenneth Luersen: Present.

II. Pledge of Allegiance

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

III. Agenda Items

Mayor Luersen stated that with no objections he would like to move the Closed Session up on the agenda after the Introduction of Planning Commission Members so that Town Attorney Crim would not have to stay for the entire meeting. There were no objections.

A. Introduction of Planning Commission Chairman, New PC Liaison to ARB, New Planning Commission Member

Mayor Luersen shared that at the July Planning Commission meeting, the Commission elected a new Chairman and had a new Commissioner. Mayor Luersen introduced the following: Rob Hallet as the Vice Chairman to the Planning Commission and the liaison to the Architectural Review Board; Bob Chrisman as the newest member to the Planning Commission and Alexander Beyene, who was not in attendance, as the new Planning Commission Chairman.

B. Closed Session

1. Closed Session Motion

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 Chief of Police; and as permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving acquisition of real property for public purposes where a discussion in an open meeting would adversely affect the Town's bargaining position; 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 Town of Haymarket relating to 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 zoning ordinances and the comprehensive plan. Councilman Pasanello seconded the motion. The motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bob Weir, Councilman
SECONDER:	Joe Pasanello, Councilman
AYES:	Schneider, Morris, Pasanello, Weir, Pater, Ramirez

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 Pasanello seconded the motion. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bob Weir, Councilman
SECONDER:	Joe Pasanello, Councilman
AYES:	Schneider, Morris, Pasanello, Weir, Pater, Ramirez, Luersen

C. Monthly Finance Report

1. Monthly Financial Report

Town Treasurer Roberto Gonzalez asked for any questions on the monthly financial report. Mr. Gonzalez shared the initial Cares Act audit report. He stated that the audit went well and that there were no issues and that the audit was successful. Mr. Gonzalez shared that the current financial report shows that the Town is trending well and that the audit is going well. Mr. Gonzalez shared that he provided the VML/VACO agreement analysis to the Council for review. He stated that he provided this for discussion and to show what was presented in 2016 vs the current offer. Lastly, Mr. Gonzalez shared that the Town received the first commission from the newly opened DMV Select office. He stated that if the trends stay at that level, the Town would be over in revenue of the expected budget.

D. Meals Tax Free Weekend Discussion

Town Treasurer Roberto Gonzalez shared that in past Haymarket Days, the Town would adopt a meals tax free weekend. Mr. Gonzalez provided a draft ordinance for review and discussion. The Council decided it was a good idea and asked for it to be on the agenda for the next meeting. There was also a discussion on if the event had to be cancelled due to state or federal Covid mandates.

1. Ordinance 2021-001

E. Financing Discussion on Town Projects

The Council asked several questions the proposed contract submitted by VML/VACO. Town Treasurer Gonzalez explained that he felt this would be good to entertain proceeding with the agreement so that the Town could find out where it sits and what it can do versus the last report provided in 2016. After the Town Council reviewed and discussed the proposed contract, the decision was to table this item until the Council decides if financing is necessary for the proposed projects.

1. VML VACO Financial Analysis Contract

F. Part Time Job Descriptions

Town Manager Chris Coon presented the job descriptions for the part time maintenance worker and part time community relations coordinator for Town Council review. Mr. Coon stated that he edited the descriptions from the suggestions from the Town Council at a previous meeting. A discussion followed on the subject of tools and equipment needed for the maintenance worker such as a town designated vehicle for the trash removal from the various trash receptacles in Town. A discussion continued if the worker would replace any current contract work. Mr. Coon stated that the employee would do mostly preventive work not reactive work. There was also a short discussion on who the supervisor would be and if there would be specific duties for each day. Mr. Coon answered that the primary job would be the trash removal from the cans that are placed throughout the town. The Council also discussed the hours budgeted for the part time positions. Town Treasurer Gonzalez gave some suggestions on avenues where how the position would be funded. There was a suggestion to focus on one position then once that position is defined and in place then address the other position. After the discussion, the Town Council decided for Councilman Pasanello and Councilman Weir work with the staff to further define both job descriptions. Regarding the vehicle for the maintenance person, the Town Council asked for staff to further research options that would best benefit the Town's needs.

1. Part Time Job Description Memo

2. Maintenance Worker

3. Community Relations Co-Ordinator

G. Economic Development Contract

Town Manager Chris Coon shared the original contract was amended and requested that Town Council approve upon review of the Town Attorney at the next meeting. A short discussion followed on how the contract fee would be funded. Mr. Coon stated that this contract is to establish an economic development push to access and assist the Town businesses needs. After a short discussion, the decision was tabled until the next regular meeting after the finance liaisons discuss the subject at their weekly finance meeting with the Town Treasurer.

1. Draft Contract**H. VDOT Sidewalk Grant**

Town Manager Chris Coon provided an edited version of the grant application for Town Council review. After reviewing the edits, the Town Council asked for this to be on the regular meeting agenda so that they can re-adopt the resolution with said changes.

1. VDOT Park Sidewalk Grant**IV. Adjournment**

With no further business before the Town Council, the meeting adjourned at 10:45 p.m.