



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING

~ MINUTES ~

Chris Coon, Business Manager
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, July 6, 2020

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.

a. Call to Order

Councilman Marchant Schneider: Absent, Councilman Chris Morris: Present, Councilman Joe Pasanello: Present, Councilman Steve Shannon: Present, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Present, Mayor Kenneth Luersen: Present.

b. Citizens Time

There were no citizens wishing to address the Town Council during Citizen's Time.

c. Department Reports

1. Town Administrative Staff Reports

Town Manager Chris Coon asked for any questions from Town Council on his reports.

The Council questioned Mr. Coon in regards to the Jefferson Street sidewalk project, the outside dining permits, the recent street sweeping and the staff self evaluations. The Council asked Mr. Coon to follow up on the cable franchise agreement, to research on other IT options and to start thinking about developing a transition plan to have in place by the next election.

2. Chief of Police Staff Report

Police Chief Kevin Lands asked for any questions on his statistical report. Chief Lands shared that the Town had 2 BLM demonstration walks and a forum within the month. He stated that everything went well without incident. Chief Lands shared with the Town Council on existing departmental policies and the new state legislative laws that took effect July 1st.

There was a discussion and clarification of the liaison to the Police department and the communication between the Chief and the Town Council and vice versa. The Council also gave suggestions on communicating with those citizens who do not have facebook accounts on police matters. There was also a discussion on the community advisory group meeting that the Chief would like to establish. Chief Lands stated that he is just trying to open up the communication with the community leaders. The Council suggested the less structure the better.

3. Town Treasurer's Report

Town Treasurer Roberto Gonzalez gave the Town Council information on the expenses that the Town will be facing in the near future. Mr. Gonzalez also gave the Town Council the adopted and amended budget for their review. There was several questions regarding budget line items. There was a discussion with Town Planner Emily Lockhart in regards to getting the street scape done in front of the park between Blight Drive and the church. Ms. Lockhart stated that the engineering was already done so that all is left was the actual work itself. There was also a discussion on moving the Town's funds back to the Fauquier Bank since Sona Bank left the Town of Haymarket. A discussion followed on the subject.

Town Manager Coon addressed the subject of the budget amendment. Mr. Coon stated that the staff would bring any budget changes to the Town Council for a public hearing during first quarter of FY2021. The Council directed the Town Manager and the Town Treasurer to publish a budget amendment with respect to the Laney Detail for the September Work Session and October action.

4. Town Planner Report

Town Planner Emily Lockhart explained to the Town Council the details of her monthly report. Ms. Lockhart gave updates on the Planning Commission and Architectural Review Board projects. Ms. Lockhart gave a more detailed description on the projects before the Planning

Commission and the ARB. Ms. Lockhart also shared that the Planning Commission started working on the Comprehensive Plan. She stated that with the recent pandemic of COV-ID 19, the Planning Commission has not met since March. She stated that she would look for the Planning Commission to take the project back up in the next month or so and asked for input from the Planning Commission liaison. Town Planner Lockhart gave information on the one mile review submitted by the County. Town Planner Lockhart shared some information on the Blight Ordinance in reference to the property at 14881 Washington Street. Ms. Lockhart asked for direction from the Town Council to publicly post the property to include putting notices in the newspaper. She stated once the notice requirements are met, then the Council can proceed with the next plan of action.

At this time, Ms. Lockhart shared that a representative from Prince William County was present to answer any questions on a project at Route 15 and the railroad tracks. Ms. Lockhart stated that the County is asking for the Town's support by resolution.

Lastly, Ms. Lockhart shared that she was starting to make changes to the forms and applications by implementing a check list for every application that would include a signature from the applicant that would state that the applicant understands the review time and staff verification of a completed application before the review process would begin. Councilman Pasanello provided Resolution # 05032010-1: Requirements for submission of land use applications. Mr. Pasanello suggested that this resolution tie into the check list. Councilman Pasanello also suggested that the Planning Commission work expeditiously on the Comp Plan. Mr. Pasanello asked about the expenses in the budget related to Building Official. Town Treasurer Gonzalez answered the budgeted item.

There was a discussion on the checklist and the possibility of implementing the checklist on current applications. The Town Council asked for direction from the Town Attorney. The Town Attorney stated that the best action would be to re-affirm the resolution. The Town Attorney also gave direction on procedures for current applications that have already been submitted. There was also a discussion on the current application being considered before the Planning Commission. There was also a discussion on the Proffer Amendment application before the Planning Commission.

Councilman Weir stated that the Comp Plan was ready 5 years ago but was not approved. He suggested that the Planning Commission use that as a basis to edit the existing plan. Town Planner Lockhart suggested that the Planning Commission involve some citizens by holding a public forum and also waiting until the results come in from the 2020 Census. There was a discussion on the directive to the Planning Commission. Ms. Lockhart suggested that at the August Planning Commission meeting, the Comp Plan can be addressed by setting priorities once she, Town Manager Coon and Councilman Weir have a chance to review and suggest re-writes.

Ms. Lockhart provided updated information on the Haymarket Hotel Venture project. She stated that once all the building permits are finalized at Prince William County there will be a pre-construction meeting with the applicant. Ms. Lockhart shared that she anticipates that the meeting will be toward the middle of August.

Councilman Morris stated that he would like the Town Council to give the directive to Ms. Lockhart to proceed with the notice of violation for 14881 Washington Street. There was a brief discussion on the subject. The Council gave Ms. Lockhart the directive to proceed.

5. Motion to reaffirm Resolution 05032010-1

Councilman Weir moved to re-affirm Resolution 05032010-1. The motion was seconded by Councilman Morris. With no discussion on the subject, the motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bob Weir, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

d. Agenda Items

1. PWC Resolution for Rt 15 and Railroad Tracks

At this time, Town Planner Emily Lockhart invited Mr. Paolo Belita, the representative from Prince William Department of Transportation to the podium to give a presentation on the Route 15 railroad overpass project to include asking the support from the Town Council to endorse the project by resolution. Mr. Belita stated that this is a Smart Scale program through the state. He stated that the funds would be available in 2023-24 and the project would start in 2026-27. After the short presentation, the Town Council asked Mr. Belita several questions regarding the project and the application. Councilman Weir suggested that the staff bring back the resolution in it's final form at the August 3, 2020 meeting for adoption.

2. Appointments

Mayor Luersen stated that there was a need for a Closed Session prior to proceeding with the appointments and asked to move the item. The Town Council agreed to move the appointments to after the Closed Session on the agenda.

1. Planning Commission Vacancy
2. Architectural Review Board Vacancy
3. Board of Zoning Appeal Vacancy
3. Event Schedule/Haymarket Day

Town Treasurer Roberto Gonzalez shared that he spoke with VRSWA about insuring Town events during the COVID pandemic. He shared that although the Town would be covered, the insurance company stated that with the possible resurgence of the virus the Town would take all physical distancing precautions and facilitate a safe environment for those attending. A discussion followed about holding Town events for the remainder of the year. The Town Council decided that for the safety of all involved, all Town events would be cancelled for this year. There was also a discussion on refunding the monies to the sponsors. Ms. Lockhart made suggestions in regards to the 2 sponsors. The Town Council directed Ms. Lockhart to send a letter to the past vendors and sponsors informing them of the cancellation.

4. Laney Detail

This item was addressed earlier in the evening.

5. Public Body Payments

Town Manager Chris Coon shared information on salaries of the Town Council, Planning Commission and Architectural Review Board Members. He stated that there was a sunset clause on the suspension of salaries set by previous Town Council to end on June 30, 2020. Mr. Coon stated that no action would need to be taken if the Council chose to not suspend the salaries of the Boards. No action was taken.

6. Cares Act Fund

Town Manager Chris Coon shared that this item was before the previous Council at their last meeting but could not be acted upon because of the lack of a quorum. Mr. Coon stated that this is the adoption and authorization for the Mayor, Town Treasurer Gonzalez and himself to sign an agreement with Prince William County to accept the Cares Act Funds in the amount of \$147,726. Mr. Coon stated that once the Town receives the funds, the Council could discuss the options.

Councilman Morris moved to accept the revenues from the Coronavirus Relief Fund from Prince William County and authorize the Town Mayor, Town Manager and Town Treasurer sign the Certification for Receipt of Coronavirus Relief Funds by a Town form. Councilman Shannon seconded the motion. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Steve Shannon, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

e. Closed Session

1. Motion to go into Closed Session

Councilman Shannon moved to enter into a Closed Session pursuant to Virginia Code 2.2-3711 (A)(1) and (A)(8) specifically to address under (A)(1)- the appointments to boards, committees and commissions and the Town Manager's contract and under (A)(8) - town records and management issues requiring the advice of counsel. The motion was seconded by Councilman Pasanello. The motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Joe Pasanello, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

2. Certification

Councilman Pasanello moved to certify that, to each members knowledge, only those matter lawfully exempted from open meeting under the provisions of the Virginia Freedom of Information Act and only those items that were identified in the motion leading to the closed session was heard, considered or discussed by the Town Council. Councilman Weir seconded the motion. The motion carried by a roll call vote.

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

3. Resolution 2020-016: Expansion of Planning Commission to 7 members

Councilman Morris read and moved to adopt Resolution 2020-016. Councilman Shannon seconded the motion. The motion carried by a roll call vote.

*** The resolution is attached to the back of the minutes in the minute book and in the 2020 resolution book.***

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Steve Shannon, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

4. Appointment to the Architectural Review Board

Councilman Morris moved to appoint Sheridan King to the Architectural Review Board with the term expiring June 30, 2023. Councilman Pasanello seconded the motion. The motion carried unanimously by a roll call vote.

Councilman Morris moved to appoint Suzanne Luersen to the Architectural Review Board with a term expiring June 30, 2022. Councilman Pasanello seconded the motion. The motion carried unanimously by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Joe Pasanello, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

5. Appointment to the Planning Commission

Councilman Morris moved to appoint Alexander Beyenne to the Planning Commission with a term expiring June 30, 2024. Councilman Shannon seconded the motion. The motion carried unanimously by a roll call vote.

Councilman Morris moved to appoint Robert Hallet to the Planning Commission with a term expiring June 30, 2024. Councilman Shannon seconded the motion. The motion carried unanimously by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Steve Shannon, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

Board of Zoning Appeal Vacancy

Councilman Bob Weir stated that, without objection, the Town defer submitting any BZA recommendations to the Circuit Court until the August Meeting. Councilman Pasanello seconded the directive and there was no objection from the Town Council.

6. Directive to the Town Attorney

Councilman Weir directed the Town Attorney to proceed as discussed with respect to the Town records. There was no objection to Mr. Weir's directive.

f. Councilmember Time

1. Chris Morris

Councilman Morris expressed his excitement in serving on the Council for the next term. He stated he appreciates the lively discussions that have been brought forward and felt that this Council has accomplished a lot already. Mr. Morris thanked the staff especially during the transition to this new Council.

2. Joe Pasanello

Councilman Pasanello welcomed the rest of the team to the Council and stated that a lot was accomplished at the first meeting. Mr. Pasanello also thanked the staff for all their hard work.

3. Tracylynn Pater

Vice Mayor Pater also reflected on the excitement to be on the Council and stated that she is looking forward to all the learnings and improvements.

4. Marchant Schneider

Councilman Schneider was not present and did not provide any written comment for Councilmember Time.

5. Steve Shannon

Councilman Shannon thanked the staff for their professionalism and their output, as well as the Police Department. Mr. Shannon also stated that he was excited to serve on this team.

6. Bob Weir

Councilman Weir also thanked the staff for working so closely with this Council and for the support that they have given this current Council. Mr. Weir also thanked the citizens of Haymarket and surrounding communities by supporting the local eateries and open businesses during the difficult times of the pandemic. Lastly, Councilman Weir thanked the youth voters of Haymarket who came out in record numbers on election day.

7. Ken Luersen, Mayor

Mayor Luersen thanked that staff for their support and endurance during the transition to the new Town Council. Mayor Luersen also thanked the voters of Haymarket that came out on election day. Mr. Luersen thanked the Council and stated that he is looking forward to 2 good years of arguments and discussion with them. He stated that the more diverse the discussions are, the better the solutions.

g. Adjournment

With no further business before the Town Council, Councilman Shannon motioned to adjourn with a second by Councilman Weir. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Bob Weir, Councilman
AYES:	Morris, Pasanello, Shannon, Weir, Pater
ABSENT:	Marchant Schneider

Submitted:

Approved:



Kim Henry, Clerk of the Council



Kenneth Luersen, Mayor