



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING

~ MINUTES ~

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

15000 Washington St
Haymarket, VA 20169

Monday, April 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 David Leake called the meeting to order.

I. Call To Order

Councilman Chris Morris: Present, Vice Mayor Susan Edwards: Absent, Councilman Robert Day: Present, Councilman Connor Leake: Present, Councilman Madhusudan Panthi: Present, Councilman Steve Shannon: Present, Mayor David Leake: Present.

II. Pledge of Allegiance

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

III. Invocation

Councilman Chris Morris gave the evening's invocation.

IV. Citizens Time

1. Proposed Resolution 2020-004 Jefferson St Speed Bump

Due to the COV-ID 19 pandemic, citizens were encouraged to email their comments regarding proposed Resolution 2020-004. Mayor Leake shared that several emails were received and asked how the Town Council would prefer to receive the comments. Town Attorney Crim suggested that the Town Clerk read the names on the email, their address and what their position was on the subject. Councilman Chris Morris stated that he would like to have a moment to review the most recent email given to the Council before the meeting. At this time, Mayor Leake invited citizens in attendance to speak before going back to the email submissions.

Mr. Ken Luersen, 6752 Jefferson Street, stated that he would like to have his written statement and petition that he read at the last meeting asking for the speed hump to be reinstalled on Jefferson be part of the record. Town Clerk Kim Henry shared that once the minutes are approved and signed, all letters submitted at the meeting will be included to be part of the permanent record. Mr. Luersen inquired why a letter went out to the whole town to speak on the subject of the speed hump when direction was given at the previous meeting to only send the letter to those on Jefferson Street. He stated he understood that even though everyone is affected by the speed bump, the citizens on Jefferson Street is directly effected.

Bob Weir, 6853 St. Paul Drive, stated that he understands the continuity of operations but given the precautions that other localities are doing felt that the evenings meeting was one of poor judgment. Mr. Weir also addressed the items on the agenda for the evening's meeting. Mr. Weir gave comments on the budget, the suspension of salaries and the pedestrian project. He stated that Council had no authority to suspend the salaries for the Council or any Board Member for the next budget. In regards to the pedestrian project, Mr. Weir stated that now is not the time because of the potential financial impact the COV-ID 19 pandemic.

Mayor Leake asked if Councilman Morris would like to share the email that was presented before the meeting. Mr. Morris shared that the email was from Joe Pasanello. Mr. Morris summarized the items in the email by sharing that Mr. Pasanello had problems with the evenings agenda by contemplating major decisions. Mr. Morris read the following of Mr. Pasanello's email: freeze all new hires, suspend all necessary spending, and don't proceed with any capital expenditures that are not already under contract.

Vice Mayor Edwards also sent an email because of her absence. The Town Council decided to address her items in her email as each item comes up on the agenda except for item 1 and 4, which was summarized by Councilman Morris. Mr. Morris stated that item 1 addresses the subject of the speed table. He shared that Vice Mayor Edwards the speed table would still be

there had the street not just been recently paved. Mr. Morris summarized item 4 of Vice Mayor Edward's email requesting that updated information about the May election be posted on the website.

Mayor Leake asked Town Clerk Kim Henry to read the names, address and brief summary of each email received on subject of the Jefferson Street speed bump. Ms. Henry read the following;

- David & Marie Kline, 14838 Caboose Trail, is not in favor of the speed table
- William Tanner Jr., 6864 Jockey Club Lane, is not in favor of the speed table
- Christine Petrus, 6785 Fayette Street, supported in replacing the speed table
- Donald Meeks, 14986 Greenhill Crossing Dr., is not in favor of the speed table
- Maria Turner, 6791 Fayette Street, in support of replacing the speed table
- Douglas & Elisabeth Growitz, 6782 Jefferson Street, in support of replacing the speed table
- William Lake, 6836 St. Paul Drive, is not in favor of the speed table
- Sharon K. Taylor, 6603 Brave Court, in support of replacing the speed table
- Daniel Sheesley, 6746 Jefferson Street, in support of replacing the speed table
- Suzi Luersen, 6752 Jefferson Street, in support of replacing the speed table
- Gary & Amy Wilson, 6795 Jefferson Street, in support of replacing the speed table
- Theresa John, 6791 Jefferson Street, in support of replacing the speed table
- Joseph Pasanello, 6895 Tack Court, in support of replacing the speed table
- Kenneth Luersen, 6752 Jefferson Street, in support of replacing the speed table
- Brooke Arcia, 6764 Jefferson Street, in support of replacing the speed table
- Jonathan Denton, 6797 Fayette Street, in support of replacing the speed table

2. Citizens Time for Other Town Matters

V. Minute Approval

Councilman Steve Shannon questioned Town Clerk Kim Henry that the email and petition from March 2nd meeting presented by Ken Luersen will be part of the minute book. Ms. Henry stated that once the approved minutes were signed, she would upload the email with the petition into the minutes for a permanent record.

With that clarification, Councilman Shannon moved to approve the minutes for the Work Session on March 2nd, the Regular Meeting on March 2nd, the Emergency Meeting on March 14th, the Emergency Meeting on March 19th and the Continuation Meeting on March 26th. Councilman Morris seconded the motion. The motion carried.

1. Mayor and Council - Work Session - Mar 2, 2020 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

2. Mayor and Council - Regular Meeting - Mar 2, 2020 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

3. Mayor and Council - Emergency Meeting - Mar 14, 2020 3:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

4. Mayor and Council - Emergency Meeting - Mar 19, 2020 1:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

5. Mayor and Council - Continuation Meeting - Mar 26, 2020 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

VI. Agenda Items

1. Resolution 2020-004 Jefferson Street Speed Hump

Councilman Morris shared that from the emails that were read 4 were against having the speed hump replaced and 11 was for having the speed hump replaced. Business Manager Chris Coon shared the information he received from VDOT. Mr. Coon stated that a recent speed study was conducted by Prince William County. Mayor Leake asked for the Council input on the subject. Councilman Morris stated that with 11 citizens wishing to have the speed hump reinstated, he would either like to see the matter tabled or approach VDOT to have it reinstated. Councilman Shannon shared that the hump was originally installed for traffic calming. He shared that the only reason it was removed was because the street was repaved. He stated that putting the speed hump back would be at no cost to the Town and that he would not support the resolution. Councilman Day stated that he believed the comments from the citizens living along Jefferson Street should be taken into account first. He shared that even though he's not in favor of speed humps but the right decision is to have the speed hump re-installed for the safety of the citizens who live on Jefferson Street. Councilman Leake stated that he stands on his position and is in favor of having the speed hump re-installed. Councilman Panthi shared that the speed hump should go back since that's what the citizens want.

Councilman Leake moved to disapprove Resolution 2020-004. The motion was seconded by Councilman Morris. Town Attorney Crim stated that the motion presented would not inform VDOT the intent of the Council. After the explanation from Attorney Crim, Councilman Leake withdrew his motion with Councilman Morris withdrawing the second.

Councilman Leake moved that the Town of Haymarket request that the Virginia Department of Transportation reinstall the speed table at 6776 Jefferson Street. The motion was seconded by Councilman Morris. The motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Connor Leake, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

2. Resolution 2020-005 Budget Appropriations

Councilman Leake shared that the funds were from sponsorships for the Town events. Mr. Leake stated that the funds exceeded the budget because of the hard work of Town Planner Emily Lockhart.

Councilman Leake moved to approve Resolution 2020-005 effective immediately. The motion was seconded by Councilman Morris. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Connor Leake, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

3. Resolution 2020-007 Suspend Salaries for the Town of Haymarket Public Bodies

Business Manager Chris Coon shared that an email was sent to the members of the Architectural Review Board and the Planning Commission on their feelings of suspending their salaries for the remainder of the fiscal year. Mr. Coon shared that the majority of both boards were willing to suspend their salaries for this fiscal year. Mayor Leake asked the Town Attorney to explain if the current Council could suspend the salaries for the next fiscal year. Mr. Crim stated the state law prohibits a board to increase salaries during their term. He shared that since the salaries would be suspended, it could be a temporary reduction in salaries or it could be a permanent reduction which a board could legally do for the Town Council and subordinate bodies. He stated that if it is a permanent suspension, the next Council could not re-instate the salaries until the next election in 2022. A short discussion followed.

Councilman Morris moved to approve Resolution 2020-007 Suspending Salaries to the Town of Haymarket Public Bodies as its stated adding to stop in the last paragraph for ending in 2020 and striking the entirety of FY2021. The motion was seconded by Councilman Leake. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Connor Leake, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

4. Refuse Collection Contract

Business Manager Chris Coon shared that a previous meeting he asked the Town Council to join a consortium to see if the Town could receive better trash rates. He stated that after the bids came in, the Town would not get a better rate. He shared that he advised the consortium that the Town would not be participating. Mr. Coon stated that he reached out to various companies for rates. He presented the rates and explanation of services to the Town Council. Councilman Morris moved to approve entering into a contract with Republic Services of Virginia for two weekly trash pick-ups and one recycling pick-up for a monthly cost of \$7,082.17 and an annual cost of \$84,986.16. The motion was seconded by Councilman Shannon. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Steve Shannon, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

5. Jefferson Street Pedestrian Project

Business Manager Chris Coon shared with the Town Council that Rinker Design Associates is the project management for the Jefferson Street Pedestrian project. Mr. Coon stated that Town Engineer Katie McDaniel's memo recommends that the Town start to move forward on the project during this budget year using funds from the CIP, it would free up some funds during the next fiscal year. Mr. Coon stated that this project started over 9 years. Councilman Leake gave a brief explanation on the financial impact of the project during this budget and the next budget. There was a brief discussion on the subject.

Councilman Morris moved that the Town Council approve RDA's proposal for CEI services on the Pedestrians Improvement Project. The motion was seconded by Councilman Shannon. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Morris, Councilman
SECONDER:	Steve Shannon, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

6. Transient Occupancy Tax Disposition of Remittance

Councilman Leake shared that at the March meeting he asked the Council to consider changing the Ordinance on the disposition of remittance comes in. He shared that currently 2% goes to the General Fund and 5% goes to tourism. Mr. Leake shared that the Finance Committee recommends to change it to 4% to the General Fund and 3% to tourism and the promotion of the Town. He asked if the Council had a chance to think about changing the percentages or had any questions. With no questions or comments, Mr. Leake stated that he will have a draft ordinance prepared for the next meeting agenda.

RESULT:	TABLED [UNANIMOUS]
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

7. Haymarket Hotel Venture

Business Manager Chris Coon gave a brief presentation on the proposed Haymarket Hotel Venture rebate program. Councilman Shannon thanked Mr. Coon for the presentation that was easy to follow. Councilman Leake shared that this is a great return on an investment. He shared that with Hilton's expertise on marketing, it would benefit the Town rather than the Town paying for its on marketing team. A short discussion followed on the subject.

Councilman Leake moved to approve the Tourism and Travel Promotion Memorandum of Understanding with Haymarket Hotel Venture, LLC and authorize the mayor to sign it. The motion was seconded by Councilman Morris. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Connor Leake, Councilman
SECONDER:	Chris Morris, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

8. Town Business Stimulus Package

Business Manager Chris Coon shared the information he gathered from speaking to the restaurants about meals tax remittance extensions. He shared that he sent out a survey monkey to all the businesses to get ideas from them on how the Town could help them during this time. Mr. Coon shared the questions that he asked in the survey and the general response to those questions. The main suggestion from the restaurants was the return of meals tax. Town Attorney Martin Crim shared some information regarding meals tax refund. He stated that this is trust tax, the money is held by the business in trust for the locality. He shared that delaying the meals tax would not be recommended and should be collected monthly. Mr. Crim addressed the BPOL. He gave suggestions on easing the burden of that tax by possibly lower the cost or tax rate, delay the due date for up to 90 days, or omit the penalty and interest on past due licenses for a set period of time. In regards to the rent, Mr. Crim shared that the Town could not get involved with that unless they are the tenants of the Town properties. There was a discussion on the information provided by Mr. Coon and Mr. Crim. Councilman Leake stated that he run the numbers and would be prepared to give the meals tax back for one month. He recommended to have this item on the April 14th tax rate public hearing meeting. A discussion followed on the Mr. Leake's recommendation. No action was taken at this time.

VII. Continuity of Government - Town Attorney Crim

Town Attorney Martin Crim explained that on March 20th, Attorney General Herring offered an official advisory opinion regarding continuity of government ordinances. Mr. Crim stated that the opinion gives aid to the local government attorney community especially when they are trying to address the impacts of COVID 19 pandemic and local government practices. Mr. Crim stated that gathering together is how local

governments run with the meetings of boards and councils and that the gathering is mostly like beyond the limitations of the gathering of no more than 10 people. Mr. Crim shared that the Attorney General opinions provides that the Virginia Freedom of Information Act does allow meetings to be held electronically if three conditions are met. Those conditions are: 1-if the Governor declared an emergency, 2- if the emergency makes it safe or impractical to meet, and 3 - the meeting is solely to address the emergency. Mr. Crim stated that the Town Council was allowed to meet via phone to address the impact of the pandemic and response to it. Mr. Crim addressed how the Town Council would get the rest of the business done. He stated that through Virginia Code 15.2-1413, which has been there since the Cold War, provides continuity of government in case of enemy attack or other disaster. Mr. Crim stated that the current pandemic is considered a disaster. Mr. Crim stated that the Town Council would adopt a Continuity of Government Ordinance. Mr. Crim gave examples of the statues set forth by the Attorney General for adopting the Continuity of Government Ordinance. A short discussion followed on the subject. The Town Council asked that a draft ordinance be prepared and so that it can be considered at the April 14th tax rate public hearing.

VIII. Department Reports

1. Town Administration Staff Reports

Business Manager Chris Coon thanked Town Planner Emily Lockhart and Town Clerk Kim Henry for being in the office so that he and Town Treasurer Roberto Gonzalez are able to work remotely. The Town Council applauded the healthcare workers for their work and dedication during this crisis. There were no questions for Mr. Coon at this meeting.

2. Chief of Police Staff Reports

Police Chief Kevin Lands shared that the department recently did some staffing changes to make sure that there adequate personnel is available in case current personnel got sick. Mr. Lands shared that the officers have personal protective equipment is available for them. Chief Lands thanked the community for the donations of hand sanitizer, lysol spray and disinfecting wipes to the department, in addition to handmade and purchased face masks. Mr. Lands stated that business checks are being done differently, along with traffic stops.

Chief Lands informed the Town Council that the vacant position has been filled with the hiring of Charles Burgoon. Chief Lands shared that the position had been opened since February. Mayor Leake shared at the meeting that Delegate Danica Roem informed him that she received additional masks for the police department.

3. Town Treasurer Report

There were no questions for Town Treasurer Roberto Gonzalez in regards to the monthly report. Mr. Gonzalez shared that he has spoke to other treasurers to find out what their locality is doing during this uncertain time. Mr. Gonzalez stated that, like other localities, the staff is looking how expenses can be cut and watching unnecessary spending until he gets a true reflection on the possible reduction in revenue due to reduction in meals tax and the like.

4. Town Planner Report

Councilman Morris asked if there was anything the Town could do to help the businesses. Town Planner Emily Lockhart shared that she spoke with several restaurants. She stated that she has done several Facebook postings to help advertise the restaurants. She continued to state that the other businesses in the Town had to close because of the Governor's executive order that doesn't deem them as essential businesses. She stated that a generic sign has been designed to hand out to the restaurants which would tell the public that they are open. She shared that the sign had not yet gone to print. Councilman Morris asked if this was something that would need to be a directive from the Council. Mayor Leake stated that he believes it would be good to get a directive from the Town Council. Ms. Lockhart stated that the cost would be \$340 for 20 signs. A short discussion followed. There was a consensus of the Town Council to purchase the yard signs for the restaurants.

5. Town Engineer Report

IX. Debt Refinance Options

Business Manager Chris Coon gave a brief report on the Town's debt and the possibility to refinance. Mr. Coon stated that he and Town Treasurer Gonzalez, with permission from the Town Council, would pursue further at looking to if the Town could benefit from refinancing. The Town Council agreed to have Mr. Coon look further into refinancing . Mr. Coon stated that he would bring back more information at a future meeting.

X. Proposed Budget Discussion

At this time, before going into the discussion about the proposed budget, the Town Council took a brief recess at 9:05 PM.

After the recess, while the Town Council was waiting on comments from Councilman Morris to be printed regarding the budget, Mayor Leake shared about a letter that originated from the Town of Occoquan's mayor to Governor Northam regarding the upcoming Town elections. Mayor Leake read the letter that he signed to the Governor along with the other localities. A short discussion followed regarding the upcoming election.

The Town Council received Councilman Morris' comments and started the budget discussion. Councilman Leake shared that he would like to continue with the budget as originally presented but also look at a Plan B which would eliminate some line items and would basically be a bare bones budget and then add items back if deemed necessary. Mr. Morris gave some conservative suggestions to the budget. Mr. Morris stated with the conservative changes, he felt the bare bones budget would not be necessary.

Town Treasurer Roberto Gonzalez shared information that he received from other localities on how they will be approaching the proposed budget. Business Manager Chris Coon also shared that some localities are cutting proposed budget by 10% and adjusting if necessary in May when they get a better idea on how the effects from COVID will effect the numbers in regards to revenue and to be very conservative on the expenditure side.

Mayor Leake asked for the input from the Town Council on how to address the budget. There was a general consensus of the Town Council to run the budget as presented from the Finance Committee with reviews in May and June for possible amendments.

1. Proposed 2020-21 Draft Budget

XI. Councilmember Time

1. Steve Shannon

Councilman Shannon shared of the passing of Mrs. Russo, co-owner of Giuseppe's Italian Restaurant. Councilman Shannon also shared that he is proud to serve on this Council and proud of how far they have come with making things happen and being proactive. Mr. Shannon stated that he had a brief conversation with Ms. Dottie Leonard and with her situation. He asked that, giving the situation, it her demolition permit be delayed by 6 months. Town Planner Emily Lockhart explained to the Town Council the subject that Councilman Shannon was referring to. Ms. Lockhart stated that Ms. Leonard applied for a demolition permit at 14801 Washington Street and is coming up on the deadline. Ms. Lockhart stated that Ms. Leonard called the office asking for an extension. Ms. Lockhart stated that after looking at the ordinances, there is nothing that would give the Town Council the authority to extend a deadline. A short discussion followed.

2. Connor Leake

Councilman Leake extended his condolences to the entire Russo family on their loss of Mrs. Russo. Councilman Leake reminded and encouraged the citizens to go out and vote in the upcoming Town elections.

3. Madhu Panthi

Councilman Panthi inquired about the possibility of the Town receiving small business assistance. Town Attorney Crim stated that once the Town gets a number on COVID related expenses, the Town could receive FEMA assistance but not a small business assistance.

4. Susan Edwards

5. Chris Morris

Councilman Morris encouraged the citizens to be safe during this time. Mr. Morris also encouraged the businesses to be creative in promoting their business. Mr. Morris also encouraged the Town Staff to continue what they are doing with providing services to the Town. He continued to state that he would like to hear what organizations, such as the food pantry, are doing so that the information can be shared with others.

6. Robert Day

Councilman Day thanked Mayor Leake and Police Chief Lands for sending out the postcard that gave the citizens their phone number to call in case they needed anything. Mr. Day stated that in these times it was nice to see that there is that one additional layer of help for the citizens.

7. David Leake

Mayor Leake extended, along with the rest of the Town Council, his sympathies to the Russo family in passing of Josie Russo. Mr. Leake thanked the members of the Town Council who decided to run again for office. Mr. Leake recognized each member individually who decided to run again and recognized them for the services they bring.

XII. Closed Session

There was no need for a Closed Session at the meeting.

XIII. Adjournment

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

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Connor Leake, Councilman
AYES:	Morris, Day, Leake, Panthi, Shannon
ABSENT:	Susan Edwards

Submitted:

Approved:



Kimberly Henry, Clerk of the Council



David Leake, Mayor

Kimberly Henry

From: Joe Pasanello jpasana@comcast.net
Sent: Monday, April 6, 2020 4:54 PM
To: Kimberly Henry
Cc: Susan Edwards; Steve Shannon; Madhusudan Panthi; Robert Day; Connor Leake; David Leake; Chief Kevin Lands; LUERSEN, KENNETH; Marchant Schneider; Tracy Lynn; Robert Weir; Chris Coon
Subject: RE: April find 6, 2020 Meeting

Dear Clerk and Council,

Please read my comments on your agenda this evening into the minutes for the record:

I have much to say about what is wrong with your agenda this evening and would have preferred to attend. Given the Covid-19 situation, I will not attend in person. Let me simply say that this agenda disregards the spirit and intention of transparency and good governance. And may even be in violation of the AG's decision about meetings during the state of emergency.

You are contemplating major decisions that the town will have to live with for years to come at a time when participation is limited if not untenable, potentially putting the town at risk because we do not know the extent of this crisis on the economy. For example you are considering a capital expenditure, a long term MOU for a hotel that hasn't even broken ground, refinancing of debt, eliminating stipends for all boards, commissions and council into the next fiscal where you don't have the authority to do so and will likely only be a drop in the bucket.

Our delegate has recommended that no budgets be advertised until after April 22 but that doesn't mean you have to wait for potential bad news.

If I were on council I would not approve anything other than budget discussions to consider options and scenarios for the current and future budget. Develop different scenarios, a low, medium and high, in addition to a flat tax rate for FY 2021. Game it out now given VML's projections of revenue losses to localities.

In this time of uncertainty, do not be lulled into a false sense of security. Three weeks ago I would have done the following:

- Freeze all new hires – well, too late for that and very ill advised in my opinion
- Suspend all unnecessary spending
- DO NOT proceed with any capital expenditures that are not already under contract until the economic picture is clearer given the budget discussion in Richmond and the \$2 Trillion Stimulus (I call it stabilization) package is better understood.

Joe

Joseph R. Pasanello, MBA
Track Court Associates, LLC
6895 Track Court
Haymarket, VA 20169-4911
[914-224-4649](tel:914-224-4649)
jpasana@comcast.net

Kimberly Henry

From: Susan Edwards
Sent: Monday, April 6, 2020 3:01 PM
To: David Leake; Steve Shannon; Madhusudan Panthi; Connor Leake; Chris Morris; Robert Day
Cc: Kimberly Henry; Chris Coon
Subject: Tonight's meeting

Good Afternoon,

Unfortunately due to ongoing family medical issues I will be unable to dial into tonight's meeting. I would like to share my thoughts on some of the agenda items.

1. Speed table - has been handled improperly from the beginning. The table was put in and would still be there if the road had not gotten paved. VDOT and PWC were the parties to the installation and the town should have stayed out of it from the beginning. The table should have been put back at the time of paving but VDOT was instructed by staff and some town officials not to do so.
2. The MOU for the hotel taxes is not urgent enough to be pushed thru at this time. No taxes will be collected until the hotel is open so this vote should be deferred until meetings are open to the public again.
3. Council and board members should continue to be compensated for their time. No one is involved for the little pay they receive but individuals should be allowed to forgo instead of being intimidated into it. In addition I strongly feel that a hiring freeze should be instated for town employees. This is common practice in many jurisdictions when similar circumstances and emergencies are in place. A new officer just started. This position could have been left vacant at this time of uncertainty and the two "administrators" in the PD could have filled in the patrol position until the current situation plays out.
4. If there is a status update on town election scheduled for May, information should be posted on the web site immediately. This should include a plan if the election is to go on as scheduled for mass absentee voting as well as mitigation of social distancing and groups of more than 10 being prohibited for in person voting.

Susan Edwards, Vice Mayor
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Kimberly Henry

From: Dan Sheesley [REDACTED]
Sent: Saturday, April 4, 2020 12:05 PM
To: Kimberly Henry
Subject: Jefferson St Speed Table

Memorandum for Kimberly Henry

From: Daniel Sheesley
6746 Jefferson St, Haymarket, VA 20169
Subject: Speed Table Reinstallation on Jefferson St

The speed table on Jefferson Street in Haymarket, VA must absolutely be reinstalled as soon as possible. In fact, there should be two speed tables on Jefferson St. One at the original location near 6776 Jefferson St, and an additional speed table between 6740 and 6746 Jefferson St.

As a nine-year resident on Jefferson Street, the speeds of vehicle traffic have increased significantly along with the incredible increase in traffic volume. While the speed table was in place, vehicles frequently exceeded 35 MPH either zooming up the hill toward the traffic light after crossing the table, or speeding down the hill before doing a quick hard brake before the table.

The removal of the speed table has made the speed vehicles travel and the number of vehicles speeding much worse. I personally have been passed, honked at, and tailgated for respecting the speed limit on Jefferson street. Often vehicles travel so fast, it is difficult to pull out of or turn into our driveway safely.

As a disabled 23-year Air Force veteran and father of an 11-year-old living on Jefferson St, the danger the speeding poses to my family is an unacceptable and preventable risk. Haymarket should be looking at ways to make the town more livable, and safe, and Jefferson St should be a safe corridor leading into and out of town, not as a high-speed cut-through for drivers to avoid other traffic.

Reinstalling the speed table, and seriously considering installing an additional speed table, is paramount to ensure the safety of residents.

Thank you for the opportunity to provide comments. I appreciate the Town of Haymarket's favorable decision in reinstalling the speed table.

Dan Sheesley
6746 Jefferson St
Haymarket VA, 20169
[REDACTED]

Kimberly Henry

From: Suzi Luersen [mailto:suziluersen@gmail.com]
Sent: Saturday, April 4, 2020 1:01 PM
To: Kimberly Henry
Subject: Please Keep Jefferson Street Speed Table

I would like to share my opinion on keeping the speed table on Jefferson Street. I have been a resident of Haymarket for over 19 years and have watched the growth of the surrounding areas. As more people and businesses come into (or close to) town, more traffic follows. When people from other Haymarket neighborhoods want to go to rte 29, they most likely will use Jefferson/Old Carolina. The traffic has increased and people do not always follow the 25 MPH speed. There have been times when it can be trying to back out of my driveway; for fear of getting hit. The speed table helped to slow traffic down and give us Jefferson Street residents a chance to safely pull out onto the road.

Thank you,
Suzi Luersen
6752 Jefferson St, Haymarket, VA 20169

Kimberly Henry

From: [REDACTED]
Sent: Sunday, April 5, 2020 8:35 AM
To: Kimberly Henry
Subject: Speed bump on Jefferson St

Good morning,

I wanted to write to give my our family's concern about Jefferson St speed bump. We don't understand why it wasn't put back but we really feel that it should. Honestly I think two would work better but we still like the one.

We have only lived here for three years and in that time I've seen so many speeding through with the bump but even more since it's been removed. The bump has left car pieces for me to pick up because some don't even head the bump which I think if there were multiple it would have a bigger effect. I have two children and I don't allow them in the front yard unless I am with them and one is old enough to be trusted by himself but the road is so busy and then they speed through as well makes it very unsafe and it worse because we are on the side of the street without a sidewalk.

So we hope that the town will please put the speed bump back on Jefferson Street. Thank you for hearing our concerns!

Sincerely,

Gary and Amy Wilson
6795 Jefferson St.

Sent from my iPhone

Kimberly Henry

From: Terr John [REDACTED]
Sent: Sunday, April 5, 2020 9:03 PM
To: Kimberly Henry
Subject: Special citizens meeting

To Whom It May Concern,

I am writing concerning the speed table on Jefferson Street. I am the owner at 6791 Jefferson St. The original speed table was just past my home. Since the new street paving, the traffic speed going down Jefferson St has increased. This is a danger to anyone walking down the street and their pets.

I would like to see the speed table installed as soon as possible.

Thank you for your time.

Theresa John
[REDACTED]

Kimberly Henry

From: Joe Pasanello <[REDACTED]@comcast.net>
Sent: Monday, April 6, 2020 2:26 PM
To: Kimberly Henry
Cc: Susan Edwards, Steve Chappas, Mark Husack, Paul H. Robert Day, Connor Leake, David Leake, Chief Kevin Landry, LUERSON, KENNETH, Merchant, Schmidt, Tracy Lynn, Robert White, Chris COON
Subject: Speed Table on Jefferson/Carolina

Dear Clerk and Haymarket Town Council,

Due to the impacts of Covid-19, I will not attend your meeting tonight. I am not convinced nor do I agree that many of the agenda items in your packet should be debated right now, especially since **they offer so little support documentation**. But that is for another submission.

Please find below my comments to be read into the record at your special citizens time on 4/6/20 regarding the **speed table** discussion and resolution. The issues of process, safety/engineering, lack of communication and decision-making outside the mayors' scope and without citizen feedback are central to my opposition to the elimination of the traffic calming measure, noted below:

1. First, keep the speed table and vote no on the resolution #2020-004 in the interest of safety and in accordance with the wishes of most petitioners who live in the affected area. In my view, their comments should carry extra weight when evaluated against those who do not have to live with the traffic and associated safety issues in front of their homes.
2. Some have argued that changes in traffic patterns eliminates the need for the speed table. That a problem no longer exists. This is irrational because the assumption ignores the fact that Carolina/Jefferson will remain a major north/south conduit for those wishing to bypass the heavier traveled Route 15 corridor or other routes between 29 and 15. So, while traffic volume may drop, traffic continues regardless of road network capacity improvements, which does nothing to eliminate the potential for speeding. In effect, removal of the speed table incentivizes drivers on Jefferson St. to ignore the speed signs and warnings in a residential neighborhood. Note: a side benefit in the southbound direction is the speed table may act as a **speed regulator** forcing vehicles to approach the railroad more slowly and thereby negotiate the crossing more safely.
3. Some will argue that enforcement will solve the problem. In my view this an inadequate solution and misses the mark because enforcement cannot always be present.
4. A program of the four E's may be something to consider as you contemplate a decision. These include, a) Education, b) Enforcement, c) Engineering, and d) Evaluation.
 - Educate by correcting violations with warnings and by establishing warning signs, posting on social media and communication methods, etc.
 - Enforce the traffic safety laws by imposing fines on recalcitrant drivers via programmatic policing of the area.
 - **Engineering a solution, like installing a speed table, is a long-term solution that will reduce labor costs and compel more effective compliance. While typically more costly on the front end, engineering solutions work to not only reduce costs over the long term, they are a more permanent fixture than enforcement. In this case it appears that cost is not an issue because VDOT is replacing that which was temporarily removed in order to repave. This is a no brainer, so don't leave money on the table.**

And if the issue is one of fear of liability, then design the table in such a way as to mitigate vehicle damage by using the design criteria and best practices of VDOT and other transportation professionals.

- Evaluate by performing a periodic review of effectiveness, with adjustments based on the data.

5. There is considerable unnecessary wasted time and energy surrounding this issue, which means more wasted money. Why? Because of one or two people making the call outside the scope of their responsibility. I remind you that the mayor does not vote, except in case of a tie or to exercise a veto. The check on a veto is it may be overturned by the council. A decision of this long-standing nature should not have been made arbitrarily, without council approval and should have been communicated in advance with the affected residents. The time of ceding the agenda to one person must come to an end. It's time for council to reassert its authority.

6. Finally, with respect to the motion and resolution, the prepared materials appear to predetermine a decision and sends the wrong message. This type of leadership and decision making needs to stop. Try to include alternative motions or offer no motions at all.

Joseph R. Pasanello, MBA
Track Court Associates, LLC
6895 Track Court
Haymarket, VA 20169-4911

[REDACTED]

[REDACTED]

Kimberly Henry

From: LUERSEN, KENNETH <[REDACTED]>
Sent: Monday, April 6, 2020 12:05 PM
To: Kimberly Henry
Cc: [REDACTED]
Subject: Keep the Speed Table - Vote NO to Resolution #2020-004

As a resident of 6752 Jefferson Street, I am writing to request that you **KEEP the speed table and vote NO to Resolution #2020-004.**

As a council member, I understand you have to look at the town as a whole and make a decision. In this case, you can separate the town into two categories. The ones that are directly affected by your decision (Residents on Jefferson St, Fayette St, and Paine Ln.) and those indirectly affected.

From the indirectly affected residents it seems like the major reasons are:

- It is a nuisance,
- It could damage my car by bottoming out or putting stress on it.
- It's a safety hazard

The thing is, isn't that the purpose of the speed table? It is engineered to deter traffic speeds by inconveniencing you to slow down. Also, cars were built to handle pot holes and rough roads, so the stress related to this table would be insignificant, don't you think? Do you think VDOT would purposefully engineer a road that causes physical or property damage when properly used or risk safety? I think not.

As a directly affected resident, here is what I have been experiencing with the speed table missing and my future concerns:

- **Speed has begun to increase** – right now it has not increased significantly as is probably proven by any recent speed studies, but that is because the motorists traveling this road travel it regularly and still remember the speed table and why it was there. If you understand human nature, once memory of the speed table disappears, the speed will increase back to the state it was that caused this table to be put in.
- **I feel unsafe backing out of my driveway** – since the speed table has been missing, breaks in traffic are not as common requiring me to hope that motorists are aware of me pulling out. There have been time recently where I have motorist behind me through up their hands because I inconvenienced them just like the speed table did.
- **I feel unsafe for the neighborhood kids, bicyclists and pedestrians sharing our street** – as speed increases, safety goes down. The speed table guarantees reduced speed and wakes up distracted drivers to look for unexpected children running in the road chasing their ball.
- **I feel that the loss of this safety factor reduces the property value of my home** – When living on a through street, any safety factor helps a home sale and increases the property value of the home. Taking out the speed table will reduce this. Haymarket is suppose to be a quaint small town with a slower pace of life, isn't it?

In 2007, Jefferson street was found to need this speed table; speed studies were done, petitions were signed, and the speed table was built. It has been in place for thirteen years, allowing regular travelers to become aware that this is Haymarket and we care about our residents. Taking out the speed table will end up taking us back to 2007, do you want that?

So, when the council votes, I wish you please to wear my shoes and think about how I will have to worry about if I get hit backing out of my driveway, if the neighborhood kids are safe playing in their front yards, if I am able to sell my house when ready; as opposed to the indirect residents who only need to worry about slowing down for a bump.

Thank You,
Ken Luersen
6752 Jefferson Street

Kimberly Henry

From: Brooke Arcia [REDACTED]
Sent: Monday, April 6, 2020 2:17 PM
To: Kimberly Henry; Chris Coon
Cc: [REDACTED]
Subject: Fw: Traffic Calming on Jefferson Street

To Whom It May Concern:

In reference to your letter dated March 27, 2020, I am forwarding to you a sampling of the emails we, both individually and as part of a larger group of Jefferson Street residents, have send to the Town over the years regarding speed and traffic on our street. I no longer have copies of the emails that were sent about the speed and traffic problems around 207/2008 when the initial speed bump was requested/approved (perhaps they are on file with the Town). Since the issues then are the same issues now, we saw no point in re-writing the same information again for a third time.

We saw a marked improvement in these very serious safety hazards during the brief time that the speed table was in place, but now that the Mayor unilaterally made the decision not to put the speed table back after the paving last fall, we are seeing similar effects already. Of note, I spoke with Pete Candland about this on September 23rd and he advised that his communication with VDOT assured him that once that table was installed on Jefferson Street in 2017, it became a permanent part of the roadway and would be required to be re-installed after the paving. He further stated the the only way for that speed table not to be re-installed was by a vote of the Prince William Board of Supervisors. To my knowledge, no such vote or even discussion has taken place. If what Supervisor Candland told me is correct, and I have no reason to believe it wasn't, the Mayor nor Town Council had the authority to advise VDOT not to re-install the speed table.

Since the speed table was removed in September, the volume and speed, while always too high, are even higher (quarantine not included) and bus and family safety are in serious jeopardy. The speed bump that was in place before the speed table was NOT effective, as indicated in the emails below. This road requires something more significant like the speed table. I fully understand that you have gotten complaints about vehicle damage because even with the table in place, some cars were still flying over it. I personally witnessed this happen many times; however, not once did I see vehicle that was abiding by the marked 15 MPH speed limit get so much as jostled. Those that did speed over it, likely did so only once. I have no sympathy for those who blatantly violated the speed limit and sustained vehicle damage as a result. Their careless and reckless driving is a hazard to me, my family, and my property.

As property owners and residents of Jefferson Street for almost 17 years, we are tired of having to justify the need for basic safety measures on OUR street over and over again. We need this now for the same reasons we needed the speed bump in 2010 (?) and the speed table in 2017. Please do what's right to protect the property owners and residents of our Town. Anyone who is opposed to the speed table, who does not live on Jefferson Street, is more than welcome to use alternate routes to avoid what they may consider to be a pesky speed table. To those of us who live here, it is a life-saving measure that is required to protect our families. The Town has an obligation to keep its residents safe, this includes those of us who live on Jefferson Street. The fact that we are having this conversation again is infuriating, but it is nonetheless my genuine hope that the Council will do what's right and make arrangements to have

the speed table re-installed as soon as possible. The liability the Town will assume if any other decision is reached is simply too great.

Sincerely,

Eric and Brooke Arcia
6764 Jefferson Street

From Email Sent on November 16, 2016:

A resident of Haymarket on Jefferson Street I and my neighbors would like to address a few concerns that have been observed over the years and closely watched over the last year.

1.) Speeding and Traffic Violations - The traffic is very busy and continues to increase on Jefferson Street. The speed limit of 15 miles an hour at the speed bump and 25 miles are exceeded. When law enforcement is visual speeding decreases. This is due to full visual of law enforcement. This helps but Speeding is not eliminated.

Traffic Violations - To include Speeding above and lack of drivers stopping for school buses. My two children three years ago were nearly hit by a driver when a driver did not stop coming just a foot away from my children. The bus was at a standstill with the stop sign and lights in use while the children were midway crossing the street.

Four weeks ago I had to jump in front of a red SUV on Jefferson and Lafayette Street to push my son out of the way as he was crossing as the vehicle did not stop timely for the bus. Running out to the street prevented my son from being hit. The vehicle did stop but it was much too close.

Last month a vehicle sped past a bus on Jefferson Street with the bus stop sign and bus lights in use. In this case law enforcement witnessed the violation and took action.

Last summer, I myself had been side swiped by a vehicle while walking on the sidewalk coming from Washington Street while walking on the sidewalk headed West bound towards the railroad tracks. I fell to the ground and the vehicle continued to speed down the street.

Our family dog was run over by a speeding truck heading West bound this summer. This was a hit and run in which my 13 year old daughter was involved and thankfully not hit. Law enforcement was involved.

Unfortunately, the driver was not found. I myself also witnessed the events from my home.

2.) Truck traffic for commercial vehicles is at an all time high. There is no enforcement by local authorities to prevent the trucks from driving on Jefferson Street. There is Signage South and North bound Washington Street. There is no Signage from Haymarket Drive and Somerset going onto Jefferson Street. Truck traffic is 7 days a week and at its highest during the weekday. A local towing company, PWCS truck, Coca Cola, Penske, Sysco and United are only to name a few that have made Jefferson Street a thorough street.

Jefferson Street is 100% a residential street with exception to the Paving Company on the corner of Washington and Jefferson Street. A solution is needed as soon as possible before an accident occurs and before someone losses their life due to the traffic in Jefferson Street. This communication is a request for action by the Town of Haymarket and a warning of what could come. Below are only a few suggestions for solutions and the request for local law enforcement to enforce the law.

1a) Two additional speed bumps on Jefferson Street. The additional speed bumps on Jefferson Street will reduce traffic to 15 miles an hour. Improve the current speed bump.

2a) More presence of law enforcement to reduce traffic enforcement by law enforcement for the 25 miles AND 15 miles per hour over the speed bump (visual alone has reduced the traffic significantly)

3a) Additional Signage on Jefferson Street at Haymarket Drive and Jefferson Street and Somerset disclosing no through traffic for trucks

4a) Law enforcement to enforce trucks not to use Jefferson Street as a thorough road. Haymarket Drive and Somerset Drive allow access to main highways

5a) Make traffic one way on Jefferson Street and one way on Fayette Street. - The road is narrow on parts of Jefferson Street this solution will not only reduce traffic and speeds but will create a greater safety for vehicles, pedestrians and bicyclist.

The road is in need of repair. There are large potholes and cracks. Why did the town if Haymarket only improve Washington Street and not complete Jefferson Street? Has Jefferson Street been considered for repair? The Town of Haymarket needs to review the improvement and condition of the road.

-----Original Message-----

From: Eric and Brooke Arcia [<mailto:thearcias@msn.com>]

Sent: Sunday, May 07, 2017 10:25 AM

To: Eric Arcia <eric.arcia@fairfaxcounty.gov>; amyalonge@yahoo.com; sstevens@pwcgov.org

Cc: Cole John C NGA-RA USA CIV <John.C.Cole@nga.mil>; RWeinmann@pwcgov.org

Subject: [Non-DoD Source] Re: Traffic Calming on Jefferson Street

Hello All:

First, I would like to take a minute to thank Amy for taking lead on this issue. I had put a lot of energy into some of these issues a few years back with no results. I sincerely hope this administration yields better results for the citizens of our town.

First let me point out some restrictions that were at one point in place within the Town limits:

- * No truck Traffic on Jefferson Street/Old Carolina
- * Any speed related offense results in double fine
- * Speed hump was added to relieve the issue of speeding from a previous study done under the previous administration
- * Additional police enforcement on Jefferson Street

I was under the impression that these were still in effect, but according to some of the recent correspondence Amy provided, that may not be the case. I am not sure what occurred, or when, that invalidated these enforcement measures, and I would like to see any documentation that verifies these measures were officially removed. I am happy to submit a Freedom of Information Act (FOIA) request if necessary, but hope this email will suffice. If not, let me know and I will submit the FOIA through normal channels.

Secondly, and most importantly, while I appreciate that this study was conducted, the results are significantly flawed. By conducting this study during Spring Break, the results reflect a profoundly lower volume and speed of traffic. As any one who commutes will confirm, due to the school vacation and spring break travel, traffic throughout the region is abnormally light and patterns are varied during Spring Break. For instance, as a 14 year resident of Jefferson Street, I can tell you with all certainty that our highest traffic

period is NOT mid-day. Had this study been conducted during almost any other weekday, you would have seen that the late afternoon/early evening is by far the highest volume period. The daily back up of vehicles stacked down Jefferson Street in stopped traffic in the late afternoon/early evening doesn't really need a study to verify this fact. In addition, witnessing the mass of teen drivers racing down our street between 6:20am and 7:00am to get to Battlefield High School before the first bell is also hard evidence that eliminating these drivers during Spring Break nullifies the speed results of the study. Not sure if the scheduling of this study during Spring Break was intentional to meet the desired outcome of the Town Council, or an unintentional lapse in common sense, but either way, the dates this study was conducted fully negate its results.

Jefferson Street used to be a quiet, small town road. Then Somerset came, then Wegman's, and now Walmart. Without any consideration for the safety of its residents, our residential street is now being used as a highway. This speaks nothing of the noise and lack of peaceful enjoyment of our properties. The Town Council's unwillingness to properly address this issue is shocking.

I have been in Law Enforcement for over 27 years with some of my experience being in the City of New York, so I am very well acquainted with traffic management and mismanagement. And I will tell you that the Jefferson Street traffic is woefully mismanaged and sooner rather than later, a fatality will occur. Based on your own study, even with skewed numbers, you will see that there are folks who speed through our street at up to 55 miles per hour. In my experience, all that is required is one tragic accident to make the changes needed to secure the safety of town residents. But why wait when we already know the issue exists and how to correct it? We have already had pets and even a HPD Officer get hit by a vehicle on our street. The liability that the Town is assuming by ignoring this issue is mind-boggling! Given the amount of registered complaints received by Town Hall and lack of action by the Town Council will bury the Town in litigation and loss when a serious accident occurs here. Why would the Town not work with residents to do whatever necessary to properly ensure the safety of its residents and the protect the coffers of the Town? The safety of our Town residents should be paramount to everything else. Running a Town is a huge responsibility and shouldn't be taken lightly. The Council needs to remember that they represent ALL of the Town residents and they have a fiduciary duty to do what is in the best interest of ALL Town residents. The Council members are elected to manage these types of problems and to date, despite the pleadings of Jefferson Street residents (many of whom have moved in part due to traffic issues), they have not been willing to do so and the problem has gotten worse each year.

It is time that our street gets repaired and traffic is taken under control. I'm happy to meet with any of you at anytime to discuss these issues. Let's be pro-active rather than reactive. Let's protect our children. Thank you all again for taking time to look into these issues.

Thank you,
Eric Arcia
6764 Jefferson Street
Haymarket, Virginia

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Classification: UNCLASSIFIED

Kimberly Henry

From: Jonathan Denton <jonathandenton@gmail.com>
Sent: Monday, April 6, 2020 4:29 PM
To: Kimberly Henry
Subject: Speed Table on Jefferson Street

Good Afternoon,

This correspondence is from Jon Denton at 6797 Fayette St, Haymarket, VA 20169.

I would like to fully support replacing the speed table on Jefferson street. When the speed table was removed for resurfacing, there was a very clear increase in the number of vehicles driving much faster than the posted 25 MPH speed limit on Jefferson street. The speed of vehicles was greatly reduced (closer to 15 MPH) while the speed table was in place, making walking on Jefferson significantly safer for my family with three young children and for children being picked up for/dropped off from school. One of the unintended consequences of the speed table on Jefferson was that it diverted vehicles that desired to continue to drive too quickly off onto Fayette street where drivers speed around a blind curve before encountering additional bus stop locations. The best solution to meet the intent of reducing the amount of speeding on both roads would be to ensure both Jefferson and Fayette have speed tables in place. Replacing the speed table on Jefferson only relocates the problem rather than solve it fully, and a speed table on both Fayette and Jefferson would reduce the total amount of side street traffic putting Haymarket residents at risk. Thank you for your time and consideration in this matter to keep our community safe!

Sincerely,
Jonathan Denton

