



TOWN OF HAYMARKET TOWN COUNCIL
REGULAR MEETING
~ MINUTES ~

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

15000 Washington St
Haymarket, VA 20169

Monday, November 4, 2019

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. Swearing in Ceremony - Chris Morris

II. Call to Order

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, Councilman Chris Morris: Present.

III. Pledge of Allegiance

Mayor Leake introduced Boy Scout Troop #924 to lead in the Pledge of Allegiance.

IV. Invocation - Pastor Sean Rousseau

Pastor Sean Rousseau gave a brief update about St. Paul's Episcopal Church before leading in the evening's invocation.

V. Citizens' Time

Dottie Leonard, 14801 Washington Street, complimented the Town Council on the job of updating the Town Hall building.

Marchant Schneider, 14811 Rising Sun Lane, addressed the Town Council recognizing the residents of the Longstreet Commons neighborhood who helped with vendor parking on Haymarket Day.

At this time, Town Planner Emily Lockhart thanked Boy Scout Troop #924 for all their help in picking up trash at Haymarket Day. She stated that the Troop helped the Staff and Town Council immensely. Along with Msw. Lockhart, the Mayor and Town Council presented a check to the Boy Scout Troop as a donation for helping with Haymarket Day.

VI. Minutes Approval

1. Mayor and Council - Work Session - Sep 9, 2019 6:00 PM

Councilman Connor Leake moved to approve the minutes for the September 9, 2019 Work Session. The motion was seconded by Councilman Shannon.

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

2. Mayor and Council - Special Meeting - Sep 18, 2019 6:30 PM

Councilman Connor Leake moved to approve the minutes from September 18, 2019 Special Meeting. The motion was seconded by Councilman Steve Shannon.

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

3. Mayor and Council - Work Session - Oct 2, 2019 6:00 PM

Councilman Connor Leake moved to approve the minutes from the October 2, 2019 Work Session. The motion was seconded by Councilman Steve Shannon.

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

VII. Breast Cancer Awareness Check Presentation

Chief Lands stated that this was the Town's 3rd Annual Breast Cancer Walk. Chief Lands shared that the first year, there were 20-25 people. He shared that this year, there were 200 walkers and was happy to give a donation in the amount of \$5218 to Novant.

Candice Michael, from Novant/UVA Haymarket Medical Center, thanked the Town of Haymarket and Chief Lands for his partnership in making this a successful walk. Ms. Michael shared that the Haymarket Elementary School also took a collection and gave an additional \$1700 to this cause. Ms. Michael stated that the money will be used so that 50 more women will be able to have a free mammogram by the end of the year.

VIII. Haymarket Day Presentation

Town Planner Emily Lockhart recapped some of the highlights of Haymarket Day. She stated that over 200 vendors were here, the most ever. She thanked the Longstreet Commons neighborhood for their help in with the vendor set-up.

She also thanked Park Valley Church for organizing and doing the Kids Zone. Ms. Lockhart recognized Jacque Patrick, the Town's Office Assistant, for organizing and co-ordinating the parade. Ms. Lockhart gave a special thank you for all the sponsors. Ms. Lockhart recognized the following winners of the parade: The Best Float - Holy Trinity Catholic Church; The Best Performance - Battlefield High School Marching Bobcats; The Town's Choice - The Law Office of Marie Washington.

There was a short video showcasing the day.

IX. Agenda Items

1. Town Administration Staff Reports

Mayor Leake asked for any questions from the Town Council for any of the reports presented at the evening's meetings. There were no questions from the Town Council.

2. Chief of Police Staff Report

Chief Lands asked for any questions on the monthly activity report. The Chief gave a brief overall activity report for the department. Chief Lands shared that Officer Jon Gregory resigned his full time position with the Police Department. The Chief shared that Officer Gregory will remain as a part time officer to fill in when needed and will remain as the instructor for the Police Department.

3. Appointment of Town Clerk

Pursuant to Article III, Section 1 (16) of the Haymarket Town Charter, Councilman Connor Leake moved that the Haymarket Town Council appoint Kimberly Henry as the Haymarket Town Clerk. The motion was seconded by Councilman Steve Shannon.

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

4. Appointment of Planning Commissioner

Councilman Steve Shannon moved that the Haymarket Town Council appoint Pearl Carter-Bush to the Town of Haymarket Planning Commission beginning November 4, 2019 and expiring June 30, 2022. The motion was seconded by Councilman Connor Leake.

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

5. Directive for Planning Commission

Town Business Manager Chris Coon shared with the Council that the Town's Comprehensive Plan has not been updated since 2008. He stated that the Planning Commission is prepared to update the Plan to bring it current.

Councilman Connor Leake moved that the Haymarket Town Council direct the Planning Commission to update the Comprehensive Plan and approve up to one additional meeting per month for that purpose. The motion was seconded by Councilman Chris Morris. Councilman Leake stated that the Comprehensive Plan outlines the future for the Town of Haymarket. He encouraged citizen input and suggestions on the Plan.

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

6. Shared Mobility Systems Ordinance

Councilman Steve Shannon moved to adopt Ordinance to amend the Town Code by adding an Article IV in Chapter 46 relating to licensing of shared mobility systems. The motion was seconded by Councilman Chris Morris. A short discussion followed.

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

7. Budget Appropriations for Public Safety Sponsorship Funds

Councilman Chris Morris moved to adopt Resolution 2019-008 amending the Fiscal Year 2019-2020 budget. The motion was seconded by Councilman Connor Leake.

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

8. Approval of Business Manager as Second Signer for Checks

Councilman Connor Leake moved to pass Resolution 2019-009. The motion was seconded by Councilman Steve Shannon. Councilman Chris Morris stated that he didn't feel the first line of

the resolution was necessary. There was a short discussion on the subject. After the discussion, Councilman Leake withdrew this motion.

Councilman Connor Leake moved to pass Resolution 2019-009 removing the statement "Whereas, in 2016 there were 4 signers for all Town bank accounts and there are currently only 2 signers." The motion was seconded by Councilman Steve Shannon.

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

9. Town Calendar for 2020

Town Planner Emily Lockhart shared that Town Hall currently follows the Virginia State Holidays. Ms. Lockhart pointed out the January 17th is Lee-Jackson Day, which is a State holiday. She stated that staff is requesting to use that as a floating holiday and to remain open and to use that holiday on December 31, 2020. Ms. Lockhart also shared that there would be 3 holidays that would affect meeting dates - 2 Planning Commission meeting dates and 1 Town Council meeting date. She stated that she would be bringing the dates to the Planning Commission at their next meeting but asked for direction from the Town Council on the holiday that would conflict with their meeting. Discussion followed on the subject of the State Holidays and the meeting date.

There was a consensus of the Town Council to keep the State Holidays by being closed on Lee- Jackson Day and to also be closed on December 31, 2020. The Council also agreed to change their meeting date in September from Monday, September 7, 2020 to Tuesday, September 8, 2020.

Town Planner Emily Lockhart stated that she would like to have 10 selected vendors and selected area food businesses to this years Holiday Event on December 7, 2019. The Town Council agreed that they thought it would be a good idea and permitted Ms. Lockhart to send out the invitations.

X. Closed Session

XI. Updates

1. Planning Commission Update

Councilman Steve Shannon gave a short report from the last Planning Commission meeting. He stated that Van Metre brought back revised plans for their Special Use Permit request for 38 townhomes and an Early Learning Center on the Smith Property. Mr. Shannon stated that the Commission recommended that their request go before the Council at the December 2nd meeting.

2. Architectural Review Board Update

Councilman Connor Leake read the email from Vice Mayor Edwards giving the Architectural Review Board Updates since she was able to attend the meeting. Mayor Leake asked the email be shared as the public record. Below is the email sent by Ms. Edwards.

All,

Unfortunately I will not be able to attend the meetings this evening. As some of you know I have a family member who is gravely ill and I feel that it is necessary to be with them and family at this time.

Just to update all on the ARB, we approved solar panels for a resident in Greenhill Crossing and have another on next months agenda. Also, we gave preliminary approval for the hotel designs with a couple of conditions and the parking lot lights will have to be brought back to the board. At the October meeting we had a great deal of

difficulty with using the computers for the large files and drawings. Moving forward I think it will be necessary to have the application drawings for larger projects in paper format that is sized for appropriate review and in color.

Finally, I am hoping that staff is working on the planters. They are looking very overgrown. Also, the hotel property appears to have a good amount of trash and items sticking up out of the ground that could be hazardous. It looks better with the fence down but could use a little clean up.

Thank you all for your understanding.

Susan Edwards

XII. Councilmember Time

1. Steve Shannon

Councilman Shannon welcomed Councilman Morris back to the Town Council. Mr. Shannon also welcomed Town Clerk Kim Henry to the team. Mr. Shannon thanked Town Planner Emily Lockhart for all her hard work on Haymarket Day. Lastly, Mr. Shannon thanked everyone for the kind words and prayers during the time of loss of his granddaughter.

2. Connor Leake

Councilman Leake thanked the entire staff and volunteers on the success of Haymarket Day. Mr. Leake also thanked the Police Department for the success on the Breast Cancer Walk. Mr. Leake also welcomed Kim Henry as the Town Clerk to the team and also welcomed Pearl Carter-Bush to the Planning Commission.

3. Madhu Panthi

Councilman Panthi stated he agreed with everything Councilman Leake reported and that he had no further comments.

4. Susan Edwards

5. Chris Morris

Councilman Morris thanked the Council for the appointment to serve again as a Council Member. Mr. Morris publicly thanked Councilwoman Bond Cavazos for her service to the Town and wished her the best in her new endeavors. Councilman Morris stated that he felt this was the cleanest Haymarket Day and thanked the Boy Scout Troop for all their hard work in keeping the Town so clean at the event. Mr. Morris challenged the Town Council that if the current Council is not on Council by the next Haymarket Day that all will step up and help just because it still remains to be our hometown.

6. Robert Day

Councilman Day expressed his deepest sympathy to Mr. Shannon for his recent loss. He did not have any other comment.

7. David Leake

Mayor Leake thanked the staff for all their hard work on the success of Haymarket Day. Mayor Leake gave a quick update on the VML Conference. Mayor Leake also informed the Council that the family of Alexs' Army would be accepting the dedication of the park in his memory. Mr. Leake stated that the dedication would probably take place in the spring of 2020.

XIII. Adjournment

1. Motion to Adjourn

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

Submitted:

Approved:


Kimberly Henry, Clerk of the Council


David M. Leake, Mayor