

Second Call – no one spoke.
Third Call – no one spoke.

Mayor Kapp asked all those **against** to speak.
First Call – no one spoke.
Second Call – no one spoke.
Third Call – no one spoke.

Public hearing closed at 7:11 p.m.

TOWN OF HAYMARKET, VA.
Chartered in 1799
County of Prince William

REGULAR SESSION

MAYOR
John R. Kapp

ATTORNEY
John Arledge, Smith & Davenport

COUNCIL
James Shepard, Vice Mayor
Nancy Bailey, PC Liaison
Tom Utz, Police Dept. Liaison
Mary Lou Scarbrough, ARB Liaison
Doug Mohr
Pam Stutz, Historic Commission Liaison

Mayor Kapp opened the regular session at 7:30 p.m. Rev. David Jones led the Council in prayer.

Minutes of October meeting

Vice Mayor Shepard moved to approve with corrections noted, second by Councilman Mohr. Changes: pg 3 annex misspelled, vote cast incorrect, g. 7 "O", pg 8 Town Center, pg 12 Town Center discussion – Building Official recommended to tear down gray house. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Police Report

Chief Roop thanked Councilwoman Bailey and Sgt. Putnam for donating candy for Halloween. Chief Roop to submit stats to Council with the schedule monthly.

Treasurer's Report

First Virginia Bank general fund checking account beginning balance September 30, 2000 \$13,111.07. Expenses for October \$57,407.08. Revenue for October \$46,413.39. Transfer from CD's in October \$23,832.99. Ending balance October 31, 2000 \$24,450.55.

Unpaid Bills

\$132,835.90 Gull Corp. – not including additional billing. Vice Mayor Shepard moved to pay, second by Councilman Mohr. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

\$3,376.54 Dominion Virginia Power – to move pole across the street. Councilman Mohr asks if it isn't in our franchise agreement Virginia Power will move at our request. Mayor Kapp states the pole is not in the right of way. Councilman Mohr suggests we ask the Hairmarket to review the agreement. Councilwoman Stutz asks where the pole goes. Mayor Kapp states three or four feet back. Councilman Mohr asks if we can ask Hairmarket to have them move it at their cost. Councilwoman Stutz moved to approve subject to Mayor Kapp conversation with Ms. Farr [Hairmarket owner], second by Councilman Mohr. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Business License

W. L. Estes & Son, Inc., electrical contractor for street work. – Councilwoman Bailey moved to approve, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Ray Woodward, D. M. White Construction for Shoppes at Haymarket – Councilwoman Bailey moved to approve, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Charles Alan Rose, Inc., 15101 Washington St., advertising agency office – B-2 district – Councilwoman Stutz moved to approve, second by Councilwoman Bailey. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Sign Permit

Colvin's Carpet, 14891B Washington St., wall sign – PC & ARB approved. Councilwoman Scarbrough moved to approve, second by Councilwoman Bailey. Councilman Mohr wants condition noted, color and lettering. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Colvin's Carpet, 14891 B Washington Street, freestanding sign - PC & ARB approved. Councilwoman Scarbrough moved to approve with noted conditions, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Construction Permit

Ryan Homes, 18th Century Haymarket, Lot 14, 6752 Jefferson Street, Victoria B – Councilman Mohr moved to approve with conditions, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Ryan Homes, 18th Century Haymarket, Lot 2, 6757 Fayette Street, Barrington B – shared driveway. Councilwoman Scarbrough moved to approve with conditions, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Site Development Permit

St. Paul's Episcopal Church, 6760 Fayette Street, parking lot – Rev. Jones states there are two large lights, one on the house and one on the church. Councilman Utz would like to be sure the three foot canister lights go in the motion. Councilwoman Scarbrough and Councilman Mohr agree.

Councilwoman Scarbrough moved to approve with three-foot canister lights and a \$1000 performance bond is required, second by Councilman Mohr. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

McDonald's Restaurant, 15201 Washington Street – Terry Winfield presented elevations for the restaurant. All brick, roof and materials are to match the shopping center. Councilman Mohr asks about screening for trash cans, it will have a brick wall, will include vented circular ornament on the pediment. One menu board to face Route 15 – Councilman Mohr asked about internally illuminated signs. They may be able to do a monument style sign. Mr. Winfield will look at putting screening at two back side doors.

There is ten feet between the building and drive through [delivery doors]. Mayor Kapp suggests a wall. Mr. Winfield says that is their delivery entrance. Councilman Mohr states the delivery entrance door is on the rear in the Winchester facility.

Councilwoman Stutz asks how many designs they have done. This is the second.

Shrubbery will be on Route 15 side. Councilwoman Stutz suggests a six panel colonial design doors on Rt. 15 side. Mr. Winfield states they will be painted the same color as the brick.

Councilman Mohr asks them to put in fake window between the window and the service doors. Mr. Winfield can landscape up against the wall, would be tall planting.

Council requirements:

- (1) Two [service] doors – six panel colonial doors same color as brick, on Rt. 15 side,
- (2) Space between doors and service doors to be landscaped to soften,
- (3) Other side [back] shrubbery in green space,
- (5) Sandwich menu board in brick façade casing.

Councilman Mohr asks portico color. Was white changed to beige [trim]. Council likes the beige trim. Councilman Mohr asks what color the McDonald's sign is. White was the answer.

Councilman Utz moved to approve elevations as noted will match the rest of the shopping center, second by Councilwoman Bailey. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Councilman Mohr asks why Burgess & Niple has given us a proposal for plan review for McDonald's. Town Clerk says we don't have a staff engineer to review.

Citizen's Time

Connie Henderson, regarding gray house, states there are no roaches, rats, no mice. The house color was the town's idea Mr. Gossom told her. The house has four bathrooms. Mayor Kapp says the Council does not want to address that now. Alan has put in new bathrooms, heaters, smoke detectors. Mayor Kapp does not see any problem with the house. Councilman Mohr asks if we can repaint the house to make it more pleasant. Can we landscape it and put up a small picket fence and designate a parking area. Ms. Henderson says there is no dirt there for a garden or flowers. Mayor Kapp says the driveway will be paved [behind hardware store building]. Councilman Mohr to chair committee for ideas to improve the landscape.

Rev. Jones states he appreciates the Council and ARB for the quality and appearance of the new homes with brick fronts and colonial look. He is concerned with the brick color for the shopping center.

Councilman Mohr asks why Mr. Leaberry is changing the color of the bricks. Councilman Mohr doesn't like the color of the brick sidewalks.

Ms. Crafton-Masterson comments Ryan Homes, NVR, has just won an award for outstanding homes. She says Council and ARB did a good job with these homes [18th Century Haymarket]. She thinks the brick ought to be considered in more detail.

Darlene & Jim Robinson state they are trying to buy a one half acre parcel from Jim Durham [subdivision request submitted].

Mayor Kapp asks Atty Arledge if we must do the whole thing if there are no roads now. Atty Arledge states no if there are no roads. If requirement not applicable. Mayor Kapp states there will be water and sewer easement, driveway easement. Atty Arledge to look at it.

Councilman Mohr asks what it would be for. Mr. Robinson wants a business for parking a couple of trucks and equipment. It is heavily wooded, Mayor Kapp states. Rev. Jones asks if the buffer is on their side of property or just the church. Right now Robinson wants to fence and park equipment. Councilman Mohr says we would not permit outdoor parking area.

Mayor Kapp asks Atty Arledge the difference of parking and storage and if a business leaves equipment/vehicles. Atty Arledge states there is a difference for a business of outdoor storage and equipment parking for a business. Mr. Robinson wants to have his business in town, he is driveway paving contractor. Mrs. Robinson asks if they should submit their business license. Mayor Kapp states yes. Councilman Utz asks if there would be trailers, low boys, Bob Cat., etc. parked there. Mr. Robinson says 85% of equipment is used daily and leaves the lot. Councilwoman Bailey asks with subdividing PC can't do anything unless subdivision is approved. Mr. Robinson would submit a business license as a tenant of Durham.

Councilman Mohr is concerned about the parking equipment behind the houses on Fayette Street. He has a problem with the odor of asphalt.

Councilwoman Stutz asks what steps they need. Mayor Kapp spoke with Mr. Durham for subdivision for three lots. Will come in November 22. Mr. Robinson will submit a business license application for the special use. Councilwoman Stutz asks what are the requirements for special use. [The code was read for requirements]

Councilman Mohr wants notification to adjoining land owners of the subdivision property.

Ms. Barringer asks when we will have a coat of asphalt on Washington Street. Mayor Kapp states one week. They are waiting to move poles, install curb and then pave.

Ms. Robinson asks if Atty Arledge will get in touch with Jim Durham. Mayor Kapp will be sure Jim Durham knows what is required. Atty Arledge will review deed of subdivision.

Planning Commission

Councilwoman Bailey states they had a continuation November 21, 7:00 p.m. for archaeological study, B-3 district zoning, definition for antique and collectible, readdress I-1, B-2 and B-3 district, update square footage for businesses.

Architectural Review Board

Proposal, dated August 30, 2000, from architect for town center, new town hall façade. Councilwoman Scarbrough would like to hire Mr. Newlon for the project.

Councilman Mohr moved to approve agreement with Richard Newlon for Town Center at \$90 per hour for architect time \$45 for drafting time, second by Councilwoman Bailey. Councilwoman Stutz does not like it open ended. Councilman Mohr

amends to maximum of \$1200 to be presented by the next ARB meeting, amendment second by Councilwoman Bailey. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Historical Commission

Christmas party invitations mailed Nov 6 and residents will get in newsletter. Presents will given to children to age 12. Responses are due by November 17. Santa will appear.

Mayor Kapp is concerned about gifts. Ms. Crafton-Masterson states she bought 12-14 gifts. St. Paul's has accepted for us to use the Parish Hall. Roslyn Langlois is honored to be a part of our celebration, and her daughter. Also Councilman Utz will be singing "I'll be home for Christmas". The opening celebration is in the Town Hall parking lot. Sarah suggested Mountain View kids make ornaments for the tree. Ms. Crafton-Masterson says that is in Mary Carter's hands. Councilman Mohr asked about the town ornament. Ms. Crafton-Masterson says she hasn't gotten to that.

Ms. Crafton-Masterson spent thirty one hours since October for in-kind contribution for the museum.

The ARB asked the Commission for input with the archaeological study.

North Fork – had 23 participants – contacted Izaak Walton people for help.

Councilwoman Stutz asks where are the by laws – regulations of Historical Commission. The draft was done some time back. Gave them authority to review historical aspect. Councilwoman Stutz would like to talk to the PC and ARB to define the process.

Booklet for town historical and Town Center needed. Councilwoman Stutz got a solicitation from Prince William Citizen's Guide folks. He offered us the front cover of the guide. They send out 15,000 copies. Councilwoman Stutz wants approval for the negatives of the "Crossroads at Haymarket" print. Councilwoman Stutz has to have the negative to them by mid December. Councilwoman Bailey moved to approve, second by Councilwoman Scarbrough. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Ms. Crafton-Masterson has a gift from Sally Pusey, geneologist. It is a publication done by PW WPA people during the depression. Susan Rogers, Harriet Templeton put it together. The book is all about PWC historical records to give work to the unemployed.

Architectural Review Board (continued)

Newlon proposal for grocery store and CAH facility \$820 initial draft, \$3520 schematic phase. Total \$3330. Mayor Kapp says tenant put this [improvements] on hold. Mayor Kapp spoke with Alexa [tenants daughter] and told her we had this proposal.

Councilman Mohr moved to approve \$3500 Richard Newlon to go forward after first phase with 15000 and 15010 Washington Street design, second by Councilwoman Scarbrough. Councilman Utz says gray house is issue because we were told there are only two bath rooms there. We still don't know how many people are in there. We discussed preparing upstairs for leasing. Does this curtail the other projects. Councilwoman Stutz states it all has to come together for potential tenants. Councilwoman Stutz asks Council to ask architect to include proposal for the entire Town Center including gray house and other buildings. Councilman Mohr amends motion to permit additional five hours split between architectural for gray house and grocery, amendment second by Councilwoman Scarbrough. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Continuation scheduled for November 20 at 7:00 p.m.

Mrs. Turner states the replacement door the old town hall [future museum] should not have a transom on it as it invited thieves.

OLD BUSINESS

Town Center

Work day scheduled for Saturday December 11 at 8:00 a.m. Councilman Utz and Councilwoman Scarbrough will be out of town. Mayor Kapp asks Councilman Mohr to call folks to help.

Mayor Kapp showed offices one, two and three to Pat and Mark Sheehan for an insurance company. They are very interested.

Piedmont Environmental Council accepted proposal to leave – we get November and December rent. Check has not been received and keys not returned. Check if there was a security deposit.

Bathroom - electrician worked there today.

ISTEA

Councilwoman Stutz is looking for plaques and needs listing of street light purchasers, lettering and style.

Bench – ARB chose costs about \$600 - \$700 each. Councilwoman Stutz and Councilman Mohr would like our architect to look at styles. Councilman Mohr is concerned with the upkeep. Architect will look at.

Code amendments

To be addressed at November 20 meeting.

Internet

Mayor Kapp has a student at Northern Virginia Community College working on our web site. She will present it December 4.

Madison Street improvements

Mayor Kapp states Billy Beavers at VDOT states they will pave straight down the street [not pave the cul de sac]. Councilman Mohr asks if they will come back and pave it. Mayor Kapp states maybe. He suggests property owners complain to Mr. Beavers.

Construction Permit form

PC recommends approval. Councilman Mohr moved to approve revision as presented, second by Councilwoman Bailey. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

2001 Town Tag

Councilman Mohr moved to approve town tag for 2001, white ground with blue printing, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Sign Ordinance amendment for shopping center signs

Zoning text amendment to permit internally illuminated signs. Councilman Utz comments in Centreville all the signs are the same no originality. Councilwoman Bailey states this is the same. Councilwoman Scarbrough moved to approve zoning text amendment for I-1 Article VIII sec 12-217, second by Councilman Mohr. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Town Center bill – bathroom electric \$268.75 – Councilwoman Stutz moved to pay as stated, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Closed Session

Councilwoman Scarbrough moved to go into closed session pursuant to 2.1344 to discuss personnel matters, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Councilwoman Scarbrough moved to go out of closed session at 10:43 p.m. and into regular session, certifying only personnel issues were discussed, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Town Center/Village Square

Councilwoman Bailey states we passed last meeting we are calling our new property Town Center. PW's has a sign Haymarket Town Center. Councilwoman Stutz states why don't we tell them we want to name this Town Center and ask them to change the sign. Mayor Kapp says we could have Town Center – let it go.

Personnel Matter

Councilwoman Bailey moved Jeannie Heflin is to notify Gail Costello, Tuesday, November 7 that Council has restructured the Clerk's office and give her two week severance pay and Robin Copenhaver take over 40 hour position, second by Councilwoman Scarbrough. Clerk Heflin reminded Council she will be out of the office from November 8 through November 15. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Clerk Heflin asked Council what the office hours are to be for Ms. Copenhaver. Council says keep office hours as they are now until further notice.

Recess

Council recessed to November 20, 7:00 p.m.

**TOWN OF HAYMARKET, VA.
Chartered in 1799
County of Prince William**

REGULAR SESSION CONTINUATION NOVEMBER 20, 2000

MAYOR

John R. Kapp

ATTORNEY

John Arledge, Smith & Davenport

COUNCIL

James Shepard, Vice Mayor

Nancy Bailey, PC Liaison

Tom Utz, Police Dept. Liaison

Mary Lou Scarbrough, ARB Liaison

Doug Mohr

Pam Stutz, Historic Commission Liaison

Pace West School, John Marshall Highway [East End of town], trailer

Mr. Pincince of the School Board addressed the Council regarding the placement of a trailer for classrooms.

Atty Arledge submitted a statement from Smith & Davenport regarding multiple representatives regarding the school board trailer. Councilwoman Stutz moves to adopt Option A of the submission, second by Councilwoman Scarbrough. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

ISTEA

New rendering of brick planters here for perusal.

Shoppes at Haymarket lighting

Councilwoman Scarbrough states Mr. Leaberry states his proposed lights are 18' plus 3' base high.

Sign permit application revision

Mayor Kapp asked if done. Councilwoman Bailey states yes.

Grade definition – public hearing for PC and TC held

Councilwoman Stutz moved to approve zoning text amendment for definition of grade as submitted, second by Councilwoman Scarbrough. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Sec 12-116 Height Regulations – 45' three stories

Councilwoman Stutz moved to approve zoning text amendment sec 12-116 as submitted by Planning Commission 11/6/00, second by Councilwoman Scarbrough. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Archaeological Survey ordinance

Atty Arledge working on it. Tabled.

Town boundary line adjustment

St. Gabriel's Labs, 14540 John Marshall Highway - Councilwoman Stutz moved to indicate to St. Gabriel's that we are interested in doing a boundary line adjustment with consideration of current zoning and working in the town, second by Councilwoman Scarbrough. Mayor Kapp asked if we could have all uses, except manufacturing, under special use? Atty Arledge states that is not a good idea. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Councilman Utz asks him to tell Council why he wants M-1 zoning. What does he want to do with his property and expansion plans. Councilwoman Stutz says we should look at PWC M-1 zoning and see if it is compatible with R-1 in town.

Councilwoman Bailey states since he has a space for rent sign up why doesn't he expand inside. Mayor Kapp states it is offices inside. He wants warehouses. Councilman Utz would like to know what warehouses would look like. He is concerned about Greenhill Crossing residents.

Mayor Kapp will let Mr. Reuter know. Mayor Kapp states an exception he has heard is that a boundary line adjustment would change the old historic boundaries.

B-3 District

Mayor Kapp says Councilwoman Bailey has first draft written up. Right now it is just what is across the street. Should we take it down to Madison St? Councilwoman Stutz states it may be a good idea. Atty Arledge states we would have to get consent from property owners.

Councilwoman Bailey asked Atty Arledge if we can put the larger area in the comprehensive plan. Atty Arledge states you can't violate a property right. It is a good idea to include in comp plan to use to justify. Atty Arledge says you would describe the properties with deed book. Atty Arledge to research.

PC work session

Councilwoman Bailey states PC to discuss square footage of business districts, B-3 district. Atty Arledge asks if there is any advantage to rezoning property to a B-3.

Web site

Mayor Kapp asks if anyone has a problem putting his or her home phone number on the web site. No one has a problem. Employees do not want their home phone numbers on the web site.

Curb at Routes 15 and 55

Councilman Utz asks who would be responsible to paint the curb at 15/55 as it is not illuminated. Curb should be illuminated. Mayor Kapp answered VDOT.

Christmas banner

Councilman Utz asks if we are going to have a banner for Christmas. No.

ISTEA

Mayor Kapp states he has contacted utilities to move from poles. Councilman Mohr wants to know if we can file a lien against them for holding us up. [Virginia Power, GTE & Comcast.] Atty Arledge will write a letter to them. Mayor Kapp will provide contacts.

Town Center

Mr. Lowery looked at electric wires. If we can take the wires to the pole behind the Red Rooster we can take down the pole in the sidewalk and in front of the grocery store.

Pace West Trailer

Councilman Mohr states the code is mobile home (old codebook sec 12-126 at PWC library) if trailer is bought off a lot it is a mobile home.

Stotler, 6608 Jefferson Street, zoning dispute R-1 & B-1

Councilwoman Bailey states the lot next to Bailey was to remain R-1, lot b was supposed to be B-1 to go with the house for restaurant use. Atty Arledge states if we can't find the original application it would be hard to change that.

Clerk to check on county records of Bailey zoning and look for original documents.

Town Center Property

Mayor Kapp, Councilwoman Stutz and Scarbrough met Saturday to go over the entire property. They will present a report to Council on December 4. Gray house will be painted and put up a picket fence. Sheds behind hardware store has good concrete floors except one. They are considering offering that to the Coalition.

Mobile home/trailer definition

Councilman Mohr asked Councilwoman Bailey to add to PC agenda.

Police Department

Councilman Utz wants Council to consider how to arrange for Chief Roop to be in charge of his finances, budget, training. He proposes to give him parameters to work in and let him do what he needs to do. Whether his fault, the treasurers fault, bills are not being paid and collection notices are coming. At end of fiscal year he report back to treasurer. Roop would (1) run budget, (2) checkbook, (3) change phone number billing, (4) mailing address. Chief Roop or Vice Mayor will sign checks. Councilman Utz will go over with Roop monthly. Councilwoman Stutz asks if it is one or two signatures on check. Council says a dual signature. Councilwoman Scarbrough says use a single signature up to a certain amount.

Councilwoman Stutz asks when does revenue come in? All year states Mayor Kapp. Mayor Kapp thinks fines will support the department. Councilman Utz says he wants a fast decision on this. Councilwoman Stutz says we need this in writing for December 4th meeting and not make a quick decision.

Councilman Utz will work up a process. Councilwoman Stutz asks what our charter says. Appropriations over \$100 is by vote of Council. Atty Arledge states he takes that as a line item on budget.

Councilman Mohr states he brought this up last spring about the Historical Commission and problems. Councilman Mohr suggests Sgt. Putnam make up a file of grant process to leave for future personnel.

Historical Foundation meeting

Councilwoman Stutz reminds the Historical Foundation meeting November 30 at 7:30 p.m. at hardware store.

Insurance Liaison

Vice Mayor Shepard was appointed in his absence.

Town Center workday

Saturday 8:00 a.m.

Christmas party

Sunday Dec 3 Christmas party need help at St. Paul's Parish Hall.

Audit

Town Clerk reports the CPA wants \$3,000 a year to audit the books. Councilwoman Stutz says she has a contact with an auditor.

Atty Arledge states charter says audit required once during each term of treasurer. Atty Arledge to check who does other town audits.

Gull Corp – cost of delays

Councilwoman Stutz asks if we are going to be okay with the delays and the cost of delays. Atty Arledge will put it back on the contractor. He says it may be they incurred costs. Councilman Mohr asks how we protect ourselves against cost additions.

Town Center

Grocery Store – response to letter for rent relief. Councilwoman Stutz wants Council to respond. Atty Arledge states they are going to have a hard time defending their position. He doesn't believe they have a likelihood of recovery from the town.

Councilwoman Bailey moved to write a letter to Alexa Lee stating rent due and payable on time plus late fees, second by Councilwoman Stutz. Councilwoman Stutz thinks we need to press for the rent. They have been affected; she would excuse the late fees but get the rent. Councilwoman Stutz suggests October and December rent payment due December 1 and November and January rent payment due by January 1. We need to make it clear our obligation to pay our liabilities.

Councilwoman Bailey amends her motion to ask for October and ½ November rent by December 1 and ½ November rent and December plus January rent by January 1, to be current by January 1. Councilwoman Stutz seconds the amendment. Atty Arledge states there are not late fees. Atty Arledge will write to Ms. Lee. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Sign Permit application revision

Clerk states the application revision has not been adopted. Councilwoman Stutz moved to approve as submitted, second by Councilman Mohr. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Closed Session

Councilwoman Bailey moved to go into closed session pursuant to Va. Code 2.1-344A(1), second by Councilman Utz. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Councilwoman Scarbrough moved to go out of closed session and back into regular session certifying only discussion of personnel matters, second by Vice Mayor Shepard. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Clerk/Treasurer Liaison appointment

Councilman Mohr moved to appoint Councilwoman Scarbrough to the Town Clerk and Treasurer Liaison, second by Councilman Utz. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

Correspondence

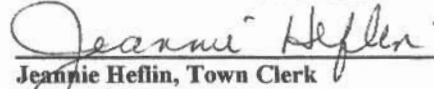
I66 Partnership Power breakfast November 30, 8:00 a.m. US Dataport Sr. Vice President of Business Development will speak. For reservations call 393-2000.

Councilman Utz thanked Councilman Mohr for his comments.

Adjournment

Vice Mayor Shepard moved to adjourn at 10:10 p.m., second by Councilwoman Scarbrough. Yeas: Shepard, Mohr, Bailey, Utz, Scarbrough, Stutz. Motion carried by 6/0 vote.

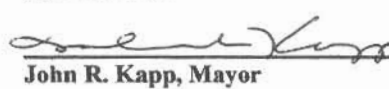
RESPECTFULLY SUBMITTED:



Jeannie Heflin, Town Clerk

Tc1100

APPROVED:



John R. Kapp, Mayor

TOWN OF HAYMARKET, VA.

Chartered in 1799

County of Prince William

CLOSED SESSION, NOVEMBER 16, 2000

MAYOR

John R. Kapp

ATTORNEY

John Arledge, Smith & Davenport

COUNCIL

James Shepard, Vice Mayor (absent)

Nancy Bailey, PC Liaison

Tom Utz, Police Dept. Liaison

Mary Lou Scarbrough, ARB Liaison

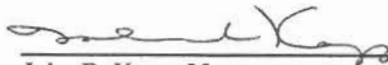
Doug Mohr

Pam Stutz, Historic Commission Liaison

Councilwoman Scarbrough moved to go into closed session pursuant to Va. Code 2.3-344A(1) to discuss personnel matters, second by Councilman Utz. Yeas: Scarbrough, Utz, Bailey, Mohr, Stutz. Nays: None. Motion carried by 5/0 vote.

Councilwoman Scarbrough moved to go out of closed session certifying only personnel matters were discussed, second by Councilman Utz. Yeas: Scarbrough, Utz, Bailey, Mohr, Stutz. Nays: None. Motion carried by 5/0 vote.

APPROVED:



John R. Kapp, Mayor

Tcspmeet1100