

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

MAYOR
Jack Kapp

ATTORNEY
John Arledge

TOWN CLERK (absent)

COUNCIL
James Shepard
Nancy Bailey
Thomas Utz (absent)
Mary Lou Scarbrough
Douglas Mohr
Pamela Stutz

Wendy Jones, Chief Deputy Clerk, Prince William County, swore in Mayor Kapp and Council members.

Mayor Kapp opened the regular session at 7:30 p.m.

Minutes of previous meeting

Councilwoman Scarbrough moved to approve and dispense with the reading of the minutes with corrections noted, second by Councilman Mohr. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Police Report

Sgt. Roop reported (see attached.)

Councilman Mohr asks if the stolen property is found can it be reclaimed. Sgt. Roop states the officer that finds the property reports to the reporting officer (felony property) and the reporting officer contacts the owner of the property.

School Bus Transportation Center

Meeting at the Board of Supervisors July 11, 7:30 p.m. at McCoart Building. Mayor Kapp states the supervisors have never had this sort of issue come before them. The supervisors may hold a public hearing or they may decide on July 11 or they may decide not to hear the issue. Mayor Kapp would like as many folks that can come to the meeting. They may have a citizen's time each person that signs up may speak for three minutes. The Board may table this issue.

Mayor Kapp states Peg Contrucci went down to the bus facility at Hooes Road. They have wire and barbed wire on top of it, they pump gas there which has never been mentioned before. The facility is ugly, Ms. Contrucci reported.

Mayor Kapp states Chuck Colgan has heard protests from his constituents and he is now looking for another site. Mayor Kapp encourages everyone to call all the supervisors and representatives. You can e-mail the supervisors through the county website.

Treasurers Report

Business License

Colvin's Flooring, 14891 Washington Street, retail carpet & flooring sales - Councilman Mohr moved to approve, second by Councilwoman Scarbrough. Yeas: Scarbrough, Mohr, Bailey,

Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Construction Permit

Artley, 6934 Little John Court, deck - Councilwoman Scarbrough states PC approved contingent on set back confirmation it is in compliance with code. Councilwoman Bailey moved to approve with confirmation of set back, second by Councilwoman Scarbrough. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Fisher, 14876 Greenhill Crossing Drive, deck - PC approved. Councilwoman Scarbrough moved to approve, second by Councilwoman Bailey. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Morris, Handy, 6941 Jockey Club Lane, deck - PC approved. Councilwoman Scarbrough moved to approve, second by Vice Mayor Shepard. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Shoppes at Haymarket, 15201 Washington Street, Food Lion and shopping center - PC approved. Mayor Kapp states Thursday at the meeting with the attorney and inspector the end result was we don't get any more pending approvals without bonds in hand. We can approve and the Mayor won't sign the permit until he sees the bond. Councilwoman Bailey moved to approve pending submission of bond, second by Vice Mayor Shepard. Councilwoman Stutz asked if this is the construction layout and what are we doing about E&S controls? Mayor Kapp states that has all been reviewed by the engineers. Councilwoman Stutz states we should reference by site plan number on construction permit approval. Council agrees. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Ryan Homes, 18th Century Haymarket, Lot 9, 6782 Jefferson St., Victoria C - PC and ARB approved. Councilwoman Scarbrough moved to approve, second by Councilwoman Bailey. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Sign Permit

Hastings Electronics, 15003 Washington Street, existing sign without permit - PC referenced 1991 sign ordinance and found this sign did comply with the ordinance at that time. Councilman Mohr moved to approve, second by Vice Mayor Shepard. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Site Development Permit

Bull Run Veterinary Hospital, Rebecca & Nick Verna, 14830 Washington Street, renovation and addition - PC and ARB approved. Councilwoman Scarbrough moved to approve, second by Councilwoman Bailey. Councilwoman Stutz asks to refer to plan number for approval. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Citizen's Time

Dennis Hastings thanked Council for help and consideration. Mayor Kapp and Council thanked him for his donation of a VCR for the auction.

John Duckett states parking on both sides of Hunting Path Road has created a dangerous situation. They are not parking on the yellow curb but close to the circle. Atty Arledge states VDOT may be able to help on that by having no parking sign on one side of the street. Mr.

Duckett asks about if there is going to be any improvement at Rt. 15/66 intersection. He also states the street in front of Q Stop is dangerous.

Planning Commission

Councilwoman Scarbrough reports they held a special meeting for Mr. Leaberry and sent the comprehensive plan survey to Council. They also need new member.

Architectural Review Board

Chairwoman Chio states the ARB needs members. Mayor Kapp asked if Mrs. Cybulski is resigning. Chairwoman Chio states she received a message from her but has not spoken with her. Mayor Kapp has a recommendation for a new member. The ARB has not reviewed the comprehensive plan survey yet.

Comprehensive Plan Survey

Tabled for ARB recommendation.

BZA

Nothing to report.

Historical Commission

Chairwoman Masterson states there was not a meeting this month. They are working on: 1) preparation for swing dance lessons plus a dance at Mountain View Elementary on October 13, 2) subcommittee working on changes to financial arrangements for the Foundation and Commission, 3) article submitted from Journal Messenger on Foundation giving. If Haymarket is going to get grants we must have an architect on the Historical Commission. Councilman Mohr spoke with Va. Tech. to serve for the town. Chairwoman Masterson states at state level we need a certified architect to sit on the board.

Atty. Arledge does not believe the state law requires a (commission) member be a town resident. He states the position can be waived if we can't fill it with a town resident. He states Front Royal has a percentage of residency required on their board.

Lafayette Day - July 29th picnic at Sarah's at 2:00 p.m. and bring something to eat.

18th Century Haymarket - Chairwoman Masterson states she sees the beautiful house across from Sarah's with no dentil molding on this house (lot 7). She asks if someone is enforcing the requirements? Councilwoman Stutz asks who issues the occupancy permit. The Building Official has that task. Councilwoman Stutz states he shouldn't give an occupancy permit without full compliance. Council will remind Mr. Lowery to be sure the houses are built to requirements.

Building Official

He is not in town.

Museum Auction

Saturday, July 8 at 10:00 a.m. Mayor Kapp states he needs people Wed., Thurs., Fri. Night to move things for display. Need a list of big items, Councilman Mohr will make up the list on Wed. Night. Mayor Kapp got on the Internet for PWC Chamber of Commerce and e-mailed the members. He got four rounds of golf from Creston Owen (Falcon Communications.)

Councilwoman Stutz will go through the boxes of things Mr. Leaberry gave the town. Mayor Kapp has offer of free food from Colorado Prime Foods and we'll have Domino's Pizza, drinks and popcorn. Mayor Kapp states he needs people to work Saturday. Council discussed parking for the auction.

Appointments

Legal Counsel - Councilwoman Scarbrough moved to appoint John Arledge of Smith & Davenport as town attorney, second by Councilman Mohr. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Planning Commission Liaison - Councilwoman Scarbrough moved to appoint Councilwoman Bailey, second by Councilman Mohr. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Police Department Liaison - Councilwoman Scarbrough moved to appoint Councilman Utz, second by Councilman Mohr. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Architectural Review Board Liaison - Councilman Mohr moved to appoint Councilwoman Scarbrough, second by Vice Mayor Shepard. Yeas: Scarbrough, Mohr, Bailey, Shepard, Stutz. Nays: None. Motion carried by 5/0 vote.

Historical Commission - Councilwoman Scarbrough moved to appoint Councilman Mohr, second by Councilwoman Stutz. Yeas: Scarbrough, Bailey, Shepard, Stutz. Nays: None. Abstain: Mohr. Motion carried by 4/0/1 vote.

Historical Commission

Mayor Kapp suggests the Historical Commission write an article for the next newsletter.

ISTEA

Mayor Kapp states he signed the contractual agreement Friday. The start date is July 17, the pre-construction meeting is July 9. Mayor Kapp will finalize the date and arrange a news release.

Shoppes at Haymarket

Mr. Leaberry has started bulldozing for the shopping center.

Town Center Property

Mayor Kapp will order the carpet, stair treads and paint. He needs a work crew. Also need to install 8 or 9 three foot doors for ADA compliance as they are currently 30" doors. We will have to cut out existing doors. Sherwin Williams is donating 30 gallons of paint.

Madison Street cul-de-sac

That is in VDOT's hands. Mayor Kapp will call Billy Beavers.

Budget FY 2001

Councilwoman Scarbrough moved to adopt the FY 2001 budget, second by Vice Mayor Shepard. Yeas: Scarbrough, Mohr, Shepard. Nays: None. Abstain: Bailey, Stutz. Motion carried by 3/0/2 vote.

Stolen merchandise

Councilman Mohr reports a borrowed ladder and heavy duty extension cord were stolen from the caboose. The ladder costs \$139 and cord \$26 to replace. Councilman Mohr states he has made an insurance claim. Councilwoman Scarbrough moved to pay Councilman Mohr to replace items, second by Councilwoman Stutz. Councilwoman Stutz asks if Councilman Mohr did file an insurance claim. He states he filed with the Police Department, not the insurance company. He states he filed with the Town Clerk. Yeas: Scarbrough, Bailey, Shepard, Stutz. Nays: None. Abstain: Mohr. Motion carried by 4/0/1 vote.

Web Site

Councilman Mohr states he has someone to host the town site free of charge. He needs new program at \$99 to be compatible with the new host. Councilman Mohr would like reimbursement for this expense. Atty Arledge informs Council as of July 1 you must have a privacy policy statement on your web site.

Recess

Continuation to July 17, 2000, 7:00 p.m.

Town Council Continuation July 17, 2000, 7:00 p.m.

MAYOR
Jack Kapp

ATTORNEY
John Arledge

COUNCIL
James Shepard
Nancy Bailey
Thomas Utz
Mary Lou Scarbrough
Douglas Mohr
Pamela Stutz

Mayor Kapp reconvened the regular session at 7:00 p.m.

Haymarket Day

September 16. Parade will take place on the regular route. Mayor Kapp asks for volunteers.

Bluemont

July 22, need someone to do popcorn. Councilman Mohr and his wife will do it.

ISTEA

Groundbreaking ceremony held today. Street should be done in two to three months. Council needs to look at money for ISTEA and Town Center Property expenses. Councilman Mohr thinks Council should get AOL involved to sponsor ISTEA.

Web Site

Councilman Mhr to write a letter for former Councilman Jasionowski to release the web site.

Town Center Property

Mayor Kapp ordered carpet and treads. We need fire proof doors. Lowe's will give town contractors status for supplies.

Municipal Code

Recommendations from Atty Arledge were submitted for viscous dog modeled after state code.

Containment must be chain link 2' underground. Need fence requirements, regulations.

Merchant's Capital Tax - all tabled to August meeting

Beautification Program

No response to the newsletter article reports the Town Clerk.

Learning Center

No communication from Louise Jamison.

School Transportation Center

Board of Supervisors turned down the bus parking lot at Tyler. Councilman Mohr says he learned a big lesson dealing with PWC. He states we should have gone with input from the staff. The Board of Supervisors looked to their staff for recommendations.

Pace West

Mayor Kapp talked to the Building Official. The school is adding trailers to Pace West. Eric Mays at the County said the School Board should be going to the town for permits, etc. The School Board is planning more activity at Pace West. Mayor Kapp will talk to Eitler.

Street Light Wreaths

Street lights will be up by Christmas. Mayor Kapp suggests we get four foot wreaths to go around lights. We need twenty seven of them (from Fayette to Madison Street.)

Bricks

Mayor Kapp states we are ready to order the bricks.

Auction July 8

Mayor Kapp reports the town made \$3500 from the auction and \$274 in donations and food sales. Mayor Kapp did not know Bolton was charging us 25% or an additional 10% buyers premium. Mayor Kapp will pursue with Mr. Bolton who had an accident and wasn't able to be there.

Haymarket Day

Mayor Kapp will assign tasks to each Council member for a committee.

Shoppes at Haymarket

Mr. Leaberry wants approval of construction permit subject to Lowery approval. Mr. Leaberry's loan commitment is to July 31. Mayor Kapp does not see why Council can't approve contingent to Building Official approval.

Councilman Mohr says that is a huge plan, would not know whether to approve. PC & ARB have approved the plan.

Mayor Kapp says performance bond needs to be addressed. Mr. Leaberry says bond is part of the loan package. Councilman Mohr says we just agreed we aren't giving approval contingent on something. Councilman Mohr moved to approve building plans for Shoppes at Haymarket contingent on approval of building official, second by Councilwoman Bailey. Councilwoman Stutz asked to include fees to review, bonds and other fees. Councilman Mohr amended his

motion to include review, bond and other fees due prior to approval, second by Councilwoman Bailey. Yeas: Mohr, Bailey, Scarbrough, Shepard, Utz. Nays: None. Abstain: Stutz. Motion carried by 5/0/1 vote.

Haymarket Self Storage - revision of front elevation

Mr. Minchik and Mr. Jacobson requested Council's approval of a conceptual plan to scale down the Washington Street frontage of the facility due to the Food Lion screening it from view. They request the opportunity to re-do the front by removing the two story and put something on the Century Stair side that will be visible. Councilman Utz states it makes good sense to re-think and do something tasteful but not extravagant. The office will be on the Northwest corner. Their engineers are checking calculations on the storm water management pond for possible fill in a portion of the pond. They will apply in the next cycle for thirty parking spaces on that space if approved.

Comprehensive Plan Survey

PC submitted for approval. Atty Arledge states the state code changed and cited the new code. Tabled to August 7 meeting.

Council meeting agenda

Councilwoman Bailey requests the packets be ready Friday prior to Monday meeting. Clerk asked for support that anything submitted after the submission date will not be included on the agenda. Council fully supports this action.

Appointments

Planning Commission - Mayor Kapp suggested Bill Goodwin. Councilwoman Stutz states Michelle Heard's letter was to be sent to Council. Councilwoman Scarbrough moved to appoint Bill Goodwin to the Planning Commission for a full four year term, second by Councilman Utz. Yeas: Mohr, Bailey, Scarbrough, Shepard, Utz, Stutz. Nays: None. Abstain: None. Motion carried by 6/0/0 vote.

Architectural Review Board - Mayor Kapp suggested Shirley Kapp for the vacancy.

Councilwoman Bailey moved to appoint Shirley Kapp to vacant seat, term expires December 9, 2002, second by Councilwoman Scarbrough. Yeas: Mohr, Bailey, Scarbrough, Shepard, Utz, Stutz. Nays: None. Abstain: None. Motion carried by 6/0/0 vote.

Ordinance Amendment to permit non-resident professionals to serve on Planning Commission & ARB - Atty Arledge to revise ordinance.

Historical Foundation Liaison - Councilwoman Stutz states she is interested in this position.

Mayor Kapp told Councilman Mohr to take to Historical Commission getting corporate sponsors for the museum. Mayor Kapp is going to put his focus and energy on the town center property rather than the museum fund raising. Councilman Mohr suggests Councilwoman Stutz be on the Heritage Committee of the Historical Commission.

Plaque for street scape

Councilman Mohr asked Council to design a plaque to credit Mayor Kapp for his effort in bringing the street scape to fruition. Council agrees that would be a good idea. Councilman Mohr moved to approve commemorative plaque for Mayor Kapp for street scape work, second by Councilwoman Stutz. Councilman Mohr will serve as chairman of the committee. Yeas:

Mohr, Bailey, Scarbrough, Shepard, Utz, Stutz. Nays: None. Abstain: None. Motion carried by 6/0/0 vote.

Wreaths for street lights

Councilwoman Stutz will check wholesale price for the wreaths. Councilwoman Scarbrough to bring it up at the next ARB meeting. Tabled.

Time Clock

Councilman Utz states he had some information he will present for August 7 meeting.

PD Radar

Councilman Mohr asked when we will see the radar time. Sgt. Roop told Councilman Utz that no one speeds through here. Councilman Utz asked Sgt. Roop for a log when they run radar for submission to Council. Councilman Utz will have for next meeting. Councilman Mohr asked about hand held radar. Councilman Utz will respond at the next meeting.

PD badges

Mayor Kapp states he got information on the Internet that Haymarket Police Dept badges are for sale on e-bay. Mayor Kapp went to closed auctions and found it was in Oklahoma. They were Haymarket Va. Badges for \$17.99. He will continue to investigate.

Town Center Property

Councilman Utz states that must be our #1 priority. If we have to give the museum money back because we can't match the funds so be it. He doesn't want to sacrifice the new offices for the museums sake. He thinks there is a lot on Council's plate.

Councilwoman Scarbrough has contacted her gym owner who is interested in 1200 square feet of space. Councilwoman Stutz asked who is doing what and what is the plan of renovation, renovation plan design? Mayor Kapp wants to adjourn to the town center for input.

Council business

Councilwoman Bailey asked about having someone here on Monday night, once a month, to represent Council to answer citizen concerns. No one thought it necessary. No one wanted their personal addresses on the web site, e-mail and phone numbers only.

Walter Robinson Lane property

Marie Gray owns 5.9 acres in town. They asked if the town would be interested in buying the property for a park. Mayor Kapp says he asked Mr. Ayers to sell his lot to the town. Mr. Ayers wants to hold onto it for his retirement but will give the town the first right of refusal.

Mayor Kapp says they (Gray) are getting an appraisal on the property right now. Mayor Kapp expects it to be \$200,000. They had an offer for \$220,000. Councilman Utz would rather have the town buy it for a park than anything else.

Town Clerk questions

Town Clerk asked what the town is funding for the town clerk's health insurance. The budgeted amount for FY '01 is \$3,000. Last year's budget was \$3100 and the clerk's request was to go on the town's insurance which would be \$3600. Councilman Mohr moved to increase the insurance benefit for the Town Clerk to \$3600 from \$3000 to acquisition increase from the

general fund contingency account, second by Councilman Utz. Yeas: Mohr, Bailey, Scarbrough, Shepard, Utz, Stutz. Nays: None. Abstain: None. Motion carried by 6/0/0 vote.

Town Clerk asked Council if she could reimburse the town's general fund for the purchase of the popcorn machine from the Historical Foundation account. The Clerk was informed to do so.

RESPECTFULLY SUBMITTED:



Jeannie Heflin, Town Clerk

APPROVED:



John R. Kapp, Mayor

tc700