



TOWN OF HAYMARKET TOWN COUNCIL
PUBLIC HEARING/REGULAR MEETING
~ MINUTES ~

Kimberly Henry, Clerk of the Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, May 6, 2024

7:00 PM

Council Chambers

A Public Hearing/Regular Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7:00 PM.

Mayor Kenneth Luersen called the meeting to order.

I. Call To Order

Council Member Marchant Schneider: Present, Council Member Joe Pasanello: Present, Councilman Matthew Gallagher: Absent, Vice Mayor TracyLynn Pater: Present, Council Member Alexander Beyene: Absent, Council Member Mary Ramirez: Present, Mayor Kenneth Luersen: Present.

II. Pledge of Allegiance - Girl Scout Cadet/Senior Troop #1812

Mayor Luersen introduced Girl Scout Troop 1812 and invited them to lead in the Pledge of Allegiance.

III. Invocation - Rev. Tim MacGowan, Living Hope Evangelical Presbyterian Church

Mayor Luersen invited Reverend MacGowan to the podium to give the evening's invocation.

IV. Community Spotlight - Nadia Stewart: Community Gardens

Mayor Luersen invited Nadia Stewart to the podium to give an update on the upcoming season at the Community Gardens. Mrs. Stewart shared some new ideas she has for the gardens this year. She stated that this year, the garden will only be open when it is attended which is unlike previous years. She said that she will have it open as much as possible and will promote those days. She shared that her mission is to provide education and nourishment and connection to our natural spaces for children and their families. After a brief question and answer time, Mrs. Stewart thanked the Town Council for their continued support of the gardens.

V. Go Gov Presentation

Town Manager Emily Kyriazi gave a brief update on the GoGov app and shared that the presentation on the app will be given at a future meeting.

VI. Public Hearing

1. Public Notice

Town Manager Emily Kyriazi read the public notice into the record.

2. Citizens Comment

There were no citizens present wishing to address the comment on the public hearing.

3. Close Public Hearing

With no citizen comment, Mayor Luersen closed the public hearing.

VII. Citizens Time

Marie Turner, Fayette Street, complimented Vice Mayor Pater on her presentation from the recently held senior summit. Mrs. Turner requested that the presentation be made available on the Town's website. She also addressed the shrubbery at the property on the corner of Payne and Jefferson Street. She shared that there is a huge site distance issue. Mrs. Turner also stated that she has not seen any bike racks in the Town. She suggested since the Town is a walk-able town with bike lanes, that some businesses get creative and install colorful bike racks. Lastly, Mrs. Turner suggested that the Town pursue having middle of the street rumble strips installed at the ark on lower Fayette Street.

VIII. Consent Agenda

Mayor Luersen asked if there were any reports Council would like to pull for discussion. Councilmember Ramirez asked to pull the Community Outreach liaison report. Councilmember Schneider asked to pull the Town Administration report and the Chief of Police Report

Councilmember Pasanello moved to approve Consent Agenda Items A:1-3, B:2,4 and 5, and C: 1,2,4 and 5. Vice Mayor Pater seconded the motion. The motion carried.

After the discussion on the reports, Councilmember Pasanello moved that the Haymarket Town Council approve Consent Agenda Items B:1 and 3 and C:3. Vice Mayor Pater seconded the motion. The motion carried.

A. Minute Approval

- 1. Mayor and Council - Work Session - Mar 25, 2024 7:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Joe Pasanello, Council Member
SECONDER: TracyLynn Pater, Vice Mayor
AYES: Marchant Schneider, Joe Pasanello, TracyLynn Pater, Mary Ramirez
ABSENT: Matthew Gallagher, Alexander Beyene

- 2. Mayor and Council - Budget Work Session - Apr 1, 2024 6:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Joe Pasanello, Council Member
SECONDER: TracyLynn Pater, Vice Mayor
AYES: Marchant Schneider, Joe Pasanello, TracyLynn Pater, Mary Ramirez
ABSENT: Matthew Gallagher, Alexander Beyene

- 3. Mayor and Council - Public Hearing/Regular Meeting - Apr 1, 2024 7:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Joe Pasanello, Council Member
SECONDER: TracyLynn Pater, Vice Mayor
AYES: Marchant Schneider, Joe Pasanello, TracyLynn Pater, Mary Ramirez
ABSENT: Matthew Gallagher, Alexander Beyene

B. Department Reports

1. Town Administration Report

Prior to the Town Council asking questions on the Administration report, Town Manager Emily Kyriazi introduced the new event coordinator, Julia Crofford.

Councilmember Pasanello thanked the clerks for their report from the conference that they recently attended. He asked Deputy Clerk Alexandra Elswick to elaborate a little more on the conference. She shared that it was a community and leadership involved conference and gave updated FOIA pamphlets to the Council. There was a brief discussion on noticing committee or department liaison meetings.

There was a discussion on the property maintenance priority list. Mrs. Kyriazi shared that she and Maintenance Coordinator Matt Burrows is working on the list. There was a question on the progress of the Personnel manual. Mrs. Kyriazi stated that it is currently in review at the Town Attorney's office.

Mrs. Kyriazi shared that the Town has kicked off the farmer's market season on April 28th. She also shared that they had a nice turn out at the Mother's Day farmers market, despite the rain on May 5th. She also shared about recent ribbon cutting ceremonies.

Councilmember Schneider asked that the staff promote the Town elections to try and get more people to run for office. Mrs. Kyriazi stated that staff will start and heavily advertise how to run for office. A discussion followed. The Council asked for staff to design and mail out a post card

with important information about the Boards, how to run of Council, election dates and the polling place. Lastly, there was a discussion on the property of Jefferson and Payne that was addressed during citizens time. Mrs. Kyriazi stated that everything was released and that the owners were to go to settlement and that she would ask either the seller or buyer take care of the shrubs.

2. Town Treasurer Report

3. Chief of Police Report

There was a brief discussion the reports requested by the Town Council for the Chief to report. Chief Sibert updated the Council on the recent senior summit held at Park Valley Church. He shared it was very successful, very engaging and very well received. Chief Sibert shared some initiatives and events set forth in May.

4. Town Engineer Report

5. Town Attorney Report

C. Liaison Reports

1. Finance Liaison Report

2. Business Liaison Report

3. Community Relations Liaison Report

Councilmember Ramirez gave a presentation on the upcoming Open House scheduled for June 14th. She also shared that she is working on a community connections summers series which would partner with a local business. She briefly touched on the two Youth in Government programs that she is working on for the Fall of 2024 and Spring of 2025. During her presentation, Mrs. Ramirez touched on why she is doing the open house, what will be offered, the demands on staff, the finances needed for the event, and the possibility of sponsorships. After her presentation, she opened the floor for questions. The Town Council asked what she was looking for at this meeting. She stated she is looking for a green light and support from Council to proceed and to discuss allocating the funds needed for the Open House. There was a discussion on updating the sponsorship package. There was also a discussion on required staff and police department time for this event. There was a consensus on Council for Mrs. Ramirez to proceed with the Open House.

Councilmember Ramirez also gave a presentation of the Community Connections Summer Series. She stated that the goal is to partner with a food business to entice community members to meet the Council at the park where there could be organic conversations about the Town. She shared the dates for the summer. She touched on the financial impacts. After this presentation, Councilmember Ramirez opened the floor for discussion and questions. A discussion followed on required staff hours and preparation of the park for this type of event.

4. Planning Commission Liaison Report

5. Architectural Review Board Liaison Report

IX. Agenda Items

1. Resolution #2024-003: Budget Amendment

Town Treasurer Roberto Gonzalez shared that he provided an updated budget amendment reflecting changes on the expenditure line items. A short discussion followed.

Councilmember Pasanello moved that the Haymarket Town Council approve an appropriation to FY2023-24 budget as designated under Resolution #2024-003. Councilmember Ramirez seconded the motion. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Mary Ramirez, Council Member
AYES:	Marchant Schneider, Joe Pasanello, TracyLynn Pater, Mary Ramirez
ABSENT:	Matthew Gallagher, Alexander Beyene

2. Trash Service Schedule

Town Manager Emily Kyriazi stated that she distributed the results from the trash service survey that was recently conducted at the last work session. She stated that the survey was for the residents to voice their preferences for future trash services. She shared that even though the residents were ok with one day a week trash service, the staff went through the data provided

and she would like the Council to recognize the challenges that could arise. Mrs. Kyriazi recommended that the Town stay with the current 2 days a week for trash service. With no further discussion on the trash service, Mrs. Kyriazi stated that she has provided the Council the information on the three bids for the future trash service contract which would run from July 1, 2024 through June 30, 2029. She shared that after reviewing the contracts in great length, the staff recommends that the Town Council award the contract to American Disposal Services. She opened the floor for questions and discussion.

Vice Mayor Pater moved that the Town Council award the Town of Haymarket trash services contract to American Disposal Services for the term of July 1, 2024 through June 30, 2029 with the current level of service at twice a week pick up. Councilmember Pasanello seconded the motion. The motion carried by a roll call vote.

At this time, Town Treasurer Roberto Gonzalez stated that he would adjust the budget accordingly and asked for directive from the Council to proceed with the FY25 budget public hearing for June 3, 2024. The Town Council gave Mr. Gonzalez a directive to proceed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	TracyLynn Pater, Vice Mayor
SECONDER:	Joe Pasanello, Council Member
AYES:	Marchant Schneider, Joe Pasanello, TracyLynn Pater, Mary Ramirez
ABSENT:	Matthew Gallagher, Alexander Beyene

3. Planning Commission Vacancy

Councilmember Pasanello asked that the Planning Commission vacancy be moved up on the agenda since the strategic planning segment of the agenda could take some time to discuss. The Council agreed to move this item ahead of the strategic planning discussion.

Town Manager Emily Kyriazi informed the Town Council that Member Rob Hallet wishes not to serve on the Planning Commission after his term expires on June 30, 2024. She thanked Mr. Hallet for his many years of service on the Planning Commission and as the Planning Commission liaison to the Architectural Review Board. Mrs. Kyriazi stated that the vacancy will be filled for a 4 year term as of July 1, 2024. There was a short discussion on the subject.

4. Strategic Planning

Town Manager Emily Kyriazi shared that she has provided an updated work sheet as the Council works through the three priorities that they set at a previous meeting. She shared that she is tracking tasks and adding the next steps of action and clarifying timelines. She first started with the public parking priority. She shared that staff started to identify potential land options for a public parking space. She stated that they have started talking to a real estate agent to see what is doable. She asked if Council still wanted to proceed with a consultant on a parking study. The Council agreed for Mrs. Kyriazi to strike the parking study at this time. The Town Council moved to the Town Center Complex priority. She shared that staff has started working with VML/VACO to get a benchmark analysis to determine funding opportunities. She shared that staff will be providing a presentation regarding the benchmark analysis at a future meeting. She provided a time line on this priority by stating that the site plan was signed in October 2022 and will expire in October 2027 before having to expend engineering fees for an updated site plan. There was a discussion on the project and there was a suggestion that the Council walk the site plan to discuss the increased need to complete this project.

Mrs. Kyriazi moved on to some of the other priorities and touched on the Communication Plan. She shared that Councilmember Gallagher will be helping with that project. She addressed the Jefferson Street turn lanes and stated that she will be reaching out to Prince William County transportation and get the discussion going them again. A discussion ensued on this subject. Town Manager Kyriazi continued with the discussion on the Town Park priority. She provided a visual for the Town Council to envision at the park. She shared that there will be an RFP for demolition of the town park building that Council will need to review and award the bid. She stated that she would like the Council to determine the 4 top elements so the project in order to keep the project moving forward. This is so she can start and draft and RFP for design and engineering phase of the project which would be divided into two phases. Phase 1 would include the pavilion, restrooms, the storm water management needed on site. Phase II would

include the other major elements such as parking lot expansion, the entry/exit point, and walking trail plan. Mrs. Kyriazi provided the preferred master plan from 2016 for a good visual. She asked the Town Council to consider the items of Phase II on the plan. She stated that this would leave ample green space to later come in with a gazebo, an amphitheater, and other passive areas for play. Discussion followed. Mrs. Kyriazi reiterated the 4 elements as 1. the pavilion at the location of the current Lewis Home, 1a. restrooms to be appropriately aligned with a clear sight line to the playground; 2. proper parking lot to adequately serve the playground and park use to include the small handicap parking lot at the top of the property by the pavilion and service road for the restrooms; 3. entry/exit point with a median and to include a service road to the parking lot; 4. to mimic the loop trails that go throughout the entirety of the park that would tie into the playground and the garden. She encouraged the Town Council to look into a new playground. She stated that she will look at the current playground to see what the maximum capacity is. She shared that with the expansion of the grounds, the Council may want to consider upgrading the existing equipment to accommodate the increase of activity at the playground. There was a discussion on the current playground. Councilmember Ramirez stated that even though the equipment is ADA compliant, the mulch flooring is not. She suggested that Council consider a rubber type flooring. The Town Council asked Mrs. Kyriazi get comparisons and pricing of different play surfaces for the playground. Mrs. Kyriazi added the play surfaces as a fifth element. There was also a discussion on moving the playground closer to the front of the property. Mrs. Kyriazi gave a brief history on why the playground was placed at the top of the hill. She gave suggestions on barrier or fencing the playground if Council decided to move the playground closer to the front of the property. There was a suggestion from Council to consider asphalt on the trails. The Town Council also discussed the storage shed on the property. Mrs. Kyriazi shared that this topic has been discussed internally with the Chief and the finance liaisons. She shared that the long term goal is to get the storage shed off of the park property and building a storage facility on the Town Center complex. After the discussion, Town Manager Emily Kyriazi stated that she will proceed with the RFP for design and engineering services.

X. Councilmember Time

1. Vice Mayor Pater

Vice Mayor Pater thanked Councilmember Ramirez for her presentation earlier in the evening. She shared that the farmer's market is in full season and encouraged everyone to come out. She thanked Chief Sibert for allowing her to participate in the senior summit. She welcomed Julia, the new event coordinator, to the staff.

2. Councilmember Pasanello

Councilmember Pasanello thanked the Girl Scouts for leading in the evening's Pledge of Allegiance. He also thanked Mrs. Turner for her suggestions during citizens time. He also thanked Supervisor Bob Weir, his staff and Chair Jefferson from Prince William County for the beautification at the divergent diamond at Route 16 and I-66. He shared information about the ribbon cutting ceremony at the warrior retreat for Serve our Willing Warriors. He provided information about the early voting for the upcoming primary in June.

3. Councilmember Beyene

Councilmember Beyene did not provide a written report for Councilmember time.

4. Councilmember Gallagher

Councilmember Gallagher did not provide a written report for Councilmember time.

5. Councilmember Ramirez

Councilmember Ramirez shared updated information on the finance request for the Open House event. She also shared that the week of May 6 is teacher appreciation week and encouraged everyone to thank a teacher for the time they take to educate our children. She reminded everyone to pay tribute to those who gave the ultimate sacrifice later in May for Memorial Day. Lastly, she gave information on the annual Longstreet Commons end of school year water balloon fight.

6. Councilmember Schneider

Councilmember Schneider stated that as he is winding down his career of being on the Town Council, he brought to the Council's attention that a few years ago this Council set up the tools, the plans, the strategies needed to move forward but nothing has been done. He stated that at time, the Council recognize the growth was going to increase significantly and that has all played out. He stated that the Council is now in a pivotal role in answering the needs of the

Town. He shared that he feels that the Town is currently behind but is glad that they are finally making some key decisions in personnel, increase in the police department to answer the call but is behind in the infrastructure. He said he would like to challenge this Council to set up the new Council for success. He stated that what this Council does with this budget and how they finance these projects will have a long lasting impact and that they set it up so that it can be completed in a timely fashion. He stated that he looks forward in serving out his term to the end of the year.

7. Mayor Luersen

Mayor Luersen thanked the staff and the event planner for the mothers day farmer's market event and the beautiful flowers that were provided for the moms. He also shared the date for the monthly Mayors walk.

XI. Adjournment

With no further business before the Town Council, Councilmember Ramirez moved to adjourn seconded by Vice Mayor Pater. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Ramirez, Council Member
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Marchant Schneider, Joe Pasanello, TracyLynn Pater, Mary Ramirez
ABSENT:	Matthew Gallagher, Alexander Beyene

Submitted:

Approved:


Kimberly Henry, Clerk of the Council


Kenneth Luersen, Mayor