



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, February 5, 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

In accordance with Virginia State Code 2.2-3708.3 (B) 1 and the Town of Haymarket's adopted remote participation policy, Councilmember Pasanello attended the meeting remotely from his home through electronic communication means due to my ongoing medical condition preventing him from physically attending the meeting.

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

II. Pledge of Allegiance

Mayor Luersen invited everyone to stand for the Pledge of Allegiance.

III. Invocation - Rev Donald Meeks, Greenwich Presbyterian Church

Mayor Luersen introduced Reverend Donald Meeks from Greenwich Presbyterian Church and invited him to the podium to give the evening's invocation.

IV. Public Hearing I- Mobile Food Establishment Ordinance

1. Public Notice

Town Clerk Kim Henry read the public notice into the record.

2. Citizen Comments

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

Town Clerk Kim Henry read into the record an email from resident Ben Barben on the subject of the public hearing.

Due to the length of the email, Mr. Barbens comments are attached to the end of the minutes.

3. Close Public Hearing I

With no other comments, Mayor Luersen closed this public hearing.

V. Public Hearing II - Budget Amendment

1. Public Notice II

Town Clerk Kim Henry read the public hearing into the record.

2. Citizen Comment

There was no public comment on the subject of the Budget Amendment Public Hearing.

3. Close Public Hearing II

With no public comment, Mayor Luersen closed this public hearing.

VI. Citizens Time

Marie Turner, Fayette Street, addressed the Town Council on the subject of no sidewalk on Fayette Street to the museum. She stated that two years ago, she asked that the Town Council look into installing a sidewalk with the library drop off at the museum and that nothing has to been done. She complimented Town Maintenance Matt Burrows on his hard work and how beautiful the Town looked at Christmas. Mrs. Turner also addressed the Council on the subject of snow removal in front of the businesses on Washington Street. She stated that she thought it was the responsibility of the business owner to shovel the snow in front of their business so that citizens could navigate the sidewalks. She stated that she

couldn't walk on Washington Street because the sidewalks were not shoveled during the recent snow events. The last item Mrs. Turner mentioned is Rapid Pass, which is a drive by emissions testing site. She stated that the closest one is in Centreville. She suggested that the Town Council speak with Senator Danica Roem with getting a Rapid Pass location closer to Haymarket.

VII. Consent Agenda

Councilmember Pasanello moved to adopt Consent Agenda Items A:1-2, B:4-5 and C:1-5. Councilmember Ramirez seconded the motion. The motion carried.

After the discussion on the pulled items, Councilmember Pasanello moved that the Haymarket Town Council approve Consent Agenda Items B:1, 2 and 3. Councilmember Gallagher seconded the motion. The motion carried.

A. Minute Approval

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

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Mary Ramirez, Council Member
AYES:	Schneider, Pasanello, Gallagher, Pater, Beyene, Ramirez

2. Mayor and Council - Regular Meeting - Jan 2, 2024 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Joe Pasanello, Council Member
SECONDER:	Mary Ramirez, Council Member
AYES:	Schneider, Pasanello, Gallagher, Pater, Beyene, Ramirez

B. Department Reports

1. Town Administration Report

There was a question for Town Manager Emily Kyriazi to elaborate on the RFP for the Town Park sidewalk and the comment that safety measures needed. Mrs. Kyriazi stated that she met with the Engineering Group, who have been working on the site plan. She stated that they are working on the final details of the crosswalks study to submit to VDOT. She stated that the firm is trying to analyze the measures they want to put in place. She shared that when staff met with VDOT earlier, VDOT recommended against certain flashing light measures. She continued that when she met with the Engineering team, VDOT told the team that they did not have an issue with it. She shared that the head engineer is going to reach out to a traffic consultant to get a cost estimate on safety measures and if it is needed for that particular crosswalk and the best measures that they would recommend. A short discussion followed on the subject.

There was a suggestion that when the staff includes the ordinance or background material when posting a survey for the community to answer.

There was a discussion about the continued partnership with the Crossroads Arts Alliance. Mrs. Kyriazi shared that the Crossroads Arts Alliance will be attending the February 26th meeting along with her presenting cost comparisons regarding the continued partnership with them.

There was a question about releasing bonds to Van Metre in the Robinson Village development. Councilmember Ramirez shared that there is still debris against the Longstreet Commons property line and the easement. Mrs. Kyriazi shared that she has not been alerted of any debris left. She inquired on the location of the debris so that staff could follow up.

The Council circled around to the RFP for the sidewalk and asked if the bid was awarded. Mrs. Kyriazi confirmed that the contractor was notified of winning the bid. She also confirmed that the sidewalk should be completed by fall of 2024.

2. Town Treasurer Report

There was a question regarding the trash RFP. Town Treasurer Roberto Gonzalez shared that the RFP has gone out and because there was only one response, the Town will be republishing the RFP.

3. Chief of Police Report

Police Chief Sibert was asked to provide additional information on the senior's educational summit that the department is hosting. Chief Sibert shared that the summit will be held at Park Valley Church on April 25, 2024 from 10 am - 2 pm. He shared that they will have over 50 vendors.

There was a discussion on the increased patrol at the pedestrian crosswalks and bus stops. He shared information about the meeting he and Town Manager Emily Kyriazi had with VDOT on pedestrian safety and crosswalks. He stated that the biggest take away he got from the meeting was what not to do. He stated that VDOT shared with him that you can over do it when it comes to driver awareness and pedestrian safety, where the pedestrian feels more comfortable because of the signage and oblivious to the world around them and proceeds into the crosswalk where an accident would then occur. He said that VDOT has agreed to some of the projects that they will fund to keep Haymarket a pedestrian friendly town. He shared that they discussed a speed indicator sign on Jefferson Street. He stated that the department has started a traffic survey to move that forward. He said that the department has noticed drivers have been carrying speed from Heathcote crossing the bridge and Cheyenne into Town. He said the department has sent those study results to VDOT and that there is a meeting planned for the near future to discuss the results.

The Council asked Chief Sibert to congratulate Officer Galbreath's accomplishment for receiving his master of science criminal justice for law enforcement leadership.

There was a brief discussion on the new graphic format that the Chief is providing in his report. Chief Sibert stated that this new format will provide a 3-5 year snapshot of where the department has been and where they currently are now. Chief Sibert stated that he will be adding new reports that is related to the DMV grant. Chief Sibert shared that he and Officer Burgoon will be participating in the St Baldricks event and that he will be participating in the Special Olympics Polar Plunge.

4. Town Engineer Report

5. Town Attorney Report

C. Liaison Reports

1. Finance Liaison Report

2. Business Liaison Report

3. Community Relations Liaison Report

4. Planning Commission Liaison Report

5. Architectural Review Board Liaison Report

VIII. Agenda Items

1. Consideration of Ordinance 2024-001: Mobile Food Establishment

Town Manager Emily Kyriazi shared that she would like to start by explaining the results of the Town survey that she distributed during the meeting. She shared that there has been 54 responses and shared that generally speaking people are in favor of ordinance and that it should not be overly restricted. She shared comments given in the survey. She stated that the survey is still open for responses and will shut it off at Council direction. There was a discussion on the survey. There was also a short discussion on the comments made during the public hearing. Town Attorney Olaun Simmons shared that the ordinance is in very good shape and enforceable. He stated that it's clear on what a food truck can and cannot do and fairly written. There was a discussion on the next steps. Town Treasurer Gonzalez shared that he would like to bring it back to Council at the next work session and that there would be enough time if there is a need for another public hearing and then a vote prior to the food truck season. A discussion followed on the potential negative impacts on the brick and mortar businesses. Councilmember Beyene stated that he would like to get more feedback from the In Town businesses. The Council discussed the door to door visits to the businesses about the survey. There was also a discussion on the time and days allowing a food truck to operate. There was also a question on noise ordinance. A discussion continued on the subject. Each member of the Council gave their individual opinion on the ordinance. There was no action taken at this time.

2. Resolution #2024-001: Budget Amendment

Town Treasurer Roberto Gonzalez asked if the Town Council wanted to move some funds from the CIP into the snow removal line item. There was a brief discussion on that particular subject. Mr. Gonzalez stated that the current amount on the snow removal was \$7000 and he could move an additional \$800 for a total of \$15,000. He shared that it would not require another

public hearing because it does not change the overall amount. Discussion followed on the subject. Mr. Gonzalez shared that he would move from line item 94108 and bring it over to line item 431004 a total of \$8000 for a total of \$15,000 but the overall increase would not change. He stated that he could make this an administrative move once the resolution is adopted.

Councilmember Pasanello moved that the Haymarket Town Council approve the appropriation to the FY2023-2024 budget as designated by Resolution #2024-001, thereby increasing the budget by \$1,096,234 resulting in an overall new adopted budget of \$4,406,173. Vice Mayor Pater seconded the motion. The motion carried by a roll call vote.

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

3. BZA Re-Appointment Nomination

Town Clerk Kim Henry shared that Mr. Dan Magill has served on the Board of Zoning Appeals since 2019 and that his term expired on January 31, 2024. She shared that Mr. Magill is interested in serving for another five year term. Ms. Henry stated that Mr. Magill's application could be found in the evening's agenda packet. Ms. Henry stated that if nominated, Mr. Magill's term would end on January 31, 2029.

Councilmember Gallagher moved that the Haymarket Town Council nominate Daniel Magill to the Haymarket Board of Zoning Appeals to a term beginning February 5, 2024 and expiring January 31, 2029. Councilmember Pasanello seconded the motion. The motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Gallagher, Councilman
SECONDER:	Joe Pasanello, Council Member
AYES:	Schneider, Pasanello, Gallagher, Pater, Beyene, Ramirez

4. Event Coordinator Position

Town Manager Emily Kyriazi shared that following the discussion at the Work Session, she provided a memo outlining the position and duties with the inclusion of the annual salary amount. She provided the qualitative and quantitative offsets that Council asked for. She stated that she could provide a lot of the qualitative benefits as this position will be directly interacting with the community as well as the businesses, the potential of additional events and the increase in sponsorship. A discussion followed. Town Treasurer Roberto Gonzalez shared that the salary would be paid out of the general fund and that he would have it figured into the FY25 budget. There was also discussion on if this position was moved to the full time, it would give the Town Manager more time to work on strategic planning, organizational charts and other duties. Each Councilmember provided a supportive reasoning to fund the position to full time. With no objections, the Town Council instructed Town Manager Emily Kyriazi to publish the position. No other action was taken.

5. Strategic Planning: Priorities

Town Manager Emily Kyriazi provided the outline of priorities that was discussed at the previous Work Session. She shared that she identified all of the different project elements so that Council could start moving on them and decide the next steps of action. She started with the Town Park project. She shared that this was everyone's top priority. She provided timeline and funding sources. She shared that she kept in mind the long term costs as well, such as maintenance. She also shared that she left a column on the spreadsheet so that she can update the Town Council on the progress that would be part of her administration report. The Town Council discussed the items and other items listed as well.

IX. Councilmember Time

1. Vice Mayor Pater

Vice Mayor Pater shared that she was excited on the good turnout for the last Business Roundtable. She also shared that the Farmer's Market Vendor application has been sent out

and that the market will start on April 2, 2024. She invited everyone to the ribbon cutting of Goodfellas Pizza located in Crossroads Village Center.

2. Councilmember Beyene

Councilmember Beyene shared that the Council would like to hear from everyone regarding the food truck ordinance. He encouraged everyone to participate in the survey.

3. Councilmember Pasanello

Councilmember Pasanello stated that he would like to look at updating the Town Council's Rules and Procedures to include the remote participation policy. He stated that although this subject was approved by resolution, he thinks it would be helpful to include it in the procedures. He also mentioned the upcoming elections and getting the filing deadline for future candidates for the next election. He also addressed the subject of Ms. Turner's concerns on rapid pass and asked the Chief and Town Manager to look into having one closer to Town.

4. Councilmember Schneider

Councilmember Schneider shared that he would like to have a better discussion and decision making process when discussing larger items, such as the Town Park building, in the future. He also shared that storage planning is something that the Council is going to need to look at. He also shared that he would like the Council to start and discuss the historic district signage on the highway to get more attention to businesses past Crossroads Village Center for those traveling and getting off the highway.

5. Councilmember Ramirez

Councilmember Ramirez shared the next date of her Community Committee meeting on March 5 and asked that anyone wishing to attend to let her know so that it can be properly noticed. She also shared that RELI, the Regional Elected Leadership Institute, will be offering a policy and governess orientation program in April for elected leaders for those interested. Lastly, she shared that Carried To Full Term has changed their name to Virginia Women and Family Support Center and that she gave information for the Town Clerk to invite them to reintroduce themselves at a future meeting.

6. Councilmember Gallagher

Councilmember Gallagher shared that the upcoming Friday was National Pizza Day and encourage everyone to visit one of our local pizza establishments in Town.

7. Mayor Luersen

Mayor Luersen recognized the new signs on the Town Hall building. He also shared that Saturday, February 10th was his monthly Mayor's walk and invited those interested in what's going on around the Town to join him.

X. Adjournment

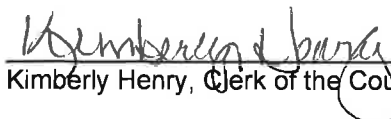
With no further business before the Town Council, Councilmember Ramirez moved to adjourn with a second by Vice Mayor Pater. The motion carried.


1. Motion to Adjourn

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

Submitted:

Approved:


Kimberly Henry, Clerk of the Council


Kenneth Luersen, Mayor

