



# TOWN OF HAYMARKET TOWN COUNCIL

## REGULAR MEETING

### ~ MINUTES ~

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

15000 Washington St  
Haymarket, VA 20169

Monday, June 8, 2020

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. Call To Order

### 1. Zoom Invite -

<https://us02web.zoom.us/j/89651111079?pwd=UTUzZUJZc0hZb3Rjb0cvamtZNFhyUT09>

Vice Mayor Chris Morris: Present, Councilman Connor Leake: Absent, Councilman Steve Shannon: Present, Councilman Madhusudan Panthi: Present, Councilman Robert Day: Present, Mayor David Leake: Present.

## II. Pledge of Allegiance

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

## III. Notice of Public Hearing

The purpose of the public hearing was an amendment to decrease the adopted FY20-21 budget by 5%. Business Manager Coon explained some line item changes but stated that the end total would remain the same. Mayor Leake opened the floor for citizen comment at this time.

### 1. Notice of Public Hearing

## IV. Citizens Time for Public Hearing

There were no citizens wishing to address the Town Council on the subject of the public hearing.

## V. Close Public Hearing

With no citizens wishing to address the Town Council, Mayor Leake closed the public hearing.

## VI. Agenda Items

### 1. Resolution 2020-013

Business Manager Chris Coon explained that there would be a slight change in the meals tax, business license, sales tax and cigarette tax in order to remove the TOT tax. He also stated that the expenditures from tourism will also be removed, an expense from debt obligation and CIP funding would be removed.

**Councilman Shannon moved that the Haymarket Town Council approve an amendment to the Fiscal Year 2020-21 as designated in Resolution #2020-013, to reduce revenue line items for meals tax, business license tax, sales tax receipts, and cigarette tax and for expenditure line items Administration - Salaries & Wages - Part-Time, Haymarket Community Park, and CIP funding in the amount of \$136,872 from the adopted budget. This amendment will make the adopted budget for Fiscal Year 2020-2021 total \$2,600,594. Councilman Panthi seconded the motion. Mr. Coon asked to amend the motion to add the line items as discussed.**

**Councilman Shannon amended his motion to include Mr. Coon's amendments to the revenue and expenditures as discussed earlier. Councilman Panthi seconded the amended motion. The motion carried by a roll call vote.**

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Steve Shannon, Councilman                                  |
| <b>SECONDER:</b> | Madhusudan Panthi, Councilman                              |
| <b>AYES:</b>     | Chris Morris, Steve Shannon, Madhusudan Panthi, Robert Day |
| <b>ABSENT:</b>   | Connor Leake   |

### 2. Resolution 2020-014

Mayor Leake stated that this resolution is adjusting the current 2019-2020 budget. Mayor Leake shared that 3 HVAC units needed to be replaced in the Town owned buildings. He stated that monies needed to be switched around to fund the line item that would cover that expense.

**Councilman Shannon moved that the Haymarket Town Council approve an amendment to the Fiscal Year 2019-20 as designated on Resolution #2019-014, to amend the Maintenance Of 15000 Wash. St. - Repairs/Maintenance line item by increasing \$18,000 by moving this amount from the Town Public Works line item. Councilman Panthi seconded the motion. Councilman Morris raised his concerns on the procedures used when getting bids on to replace the unites. A discussion followed on Mr. Morris' concerns. After a lengthy discussion, the motion carried by a roll call vote.**

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Steve Shannon, Councilman                                  |
| <b>SECONDER:</b> | Madhusudan Panthi, Councilman                              |
| <b>AYES:</b>     | Chris Morris, Steve Shannon, Madhusudan Panthi, Robert Day |
| <b>ABSENT:</b>   | Connor Leake   |

### 3. Debt Service Discussion

Business Manager Chris Coon shared with the Town Council information on the Town's debts and loans. Mr. Coon shared that all the Town's interest on current loans are below 3.5%. Mayor Leake stated that when the Town Council adopted the previous tax rates, there was a very good indication that there would be a surplus in revenue and that it was agreed upon to cut down some of the debt with the surplus. He continued to state that as the budget year comes closer to the end, there would be a better indicator on what can be paid. He stated that this was for discussion on what the Town Council would like to consider so that decisions can be made at the last meeting in June. Mr. Coon reminded the Town Council that anything more than 1% of the budget would require a public hearing. A discussion followed on the subject of paying the debt services.

Councilman Morris asked that more information be given to the Town Council at the next meeting in regards to insurance and training required from the purchase of the Civil Disturbance equipment that was recently approved.

## VII. Closed Session

### 1. Motion to go into Closed Session

**Councilman Shannon moved to go into Closed Session pursuant to Virginia Code § 2.2-3711 (A)(1) to discuss a personnel matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the Town Business Manager. Councilman Morris seconded the motion. The motion carried.**

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| <b>RESULT:</b>   | <b>ADOPTED [3 TO 0]</b>                        |
| <b>MOVER:</b>    | Steve Shannon, Councilman                      |
| <b>SECONDER:</b> | Chris Morris, Vice Mayor                       |
| <b>AYES:</b>     | Chris Morris, Steve Shannon, Madhusudan Panthi |
| <b>ABSENT:</b>   | Connor Leake                                   |
| <b>RECUSED:</b>  | Robert Day                                     |

### 2. Certification

**Councilman Shannon moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in**

the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Councilman Panthi seconded the motion. The motion carried by a roll call vote.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Chris Morris, Vice Mayor            |
| <b>SECONDER:</b> | Steve Shannon, Councilman           |
| <b>AYES:</b>     | Morris, Shannon, Panthi, Day, Leake |
| <b>ABSENT:</b>   | Connor Leake                        |

### 3. Motion to Appoint Town Manager

Councilman Morris moved to appoint Chris Coon as Town Manager with a salary of \$75,000 annually effective immediately and to enter into a contract as presented by the Town Attorney today. Councilman Shannon seconded the motion. The motion carried.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Chris Morris, Vice Mayor                                   |
| <b>SECONDER:</b> | Steve Shannon, Councilman                                  |
| <b>AYES:</b>     | Chris Morris, Steve Shannon, Madhusudan Panthi, Robert Day |
| <b>ABSENT:</b>   | Connor Leake   |

## VIII. Adjournment

With no further business before the Haymarket Town Council, Councilman Shannon moved to adjourn with a second by Councilman Panthi. The motion carried.

### 1. Motion to Adjourn

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Steve Shannon, Councilman                                  |
| <b>SECONDER:</b> | Madhusudan Panthi, Councilman                              |
| <b>AYES:</b>     | Chris Morris, Steve Shannon, Madhusudan Panthi, Robert Day |
| <b>ABSENT:</b>   | Connor Leake   |

Submitted:

  
Kimberly Henry, Clerk of the Council

Approved:

  
David Leake, Mayor

  
Kenneth Lurson, Mayor on behalf of  
Dorvia Leake

