



**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, November 1, 2021

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**

Councilman Marchant Schneider: Present, Councilman Chris Morris: Present, Councilman Joe Pasanello: Present, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Absent, Councilwoman Mary Ramirez: Present, Mayor Kenneth Luersen: Present.

## **II. Pledge of Allegiance**

Mayor Ken Luersen introduced Scout Troop 924 to lead in the Pledge of Allegiance.

## **III. Invocation - Pastor Allen Smith, Haymarket Baptist Church**

Mayor Luersen introduced Pastor Allen Smith from Haymarket Baptist Church and asked him to give the evening's invocation.

## **IV. Haymarket Day Recap**

Town Planner Emily Kyriazi gave a brief update on the recently held Haymarket Day. Mrs. Kyriazi recognized the Long Street Commons crew who put in countless hours in making each Haymarket Day a successful event. She named and recognized each person individually.

Mrs. Kyriazi recognized Scout Troop 924 and thanked them for all their help in keeping the trash receptacles empty and especially with assisting the vendors in packing up in the midst of the rain storm. She presented the Troop with a donation to help with summer camp and any other activities that they may do this year.

Mrs. Kyriazi also recognized Park Valley Church and thanked them for all the children's activities that they organized and manned in the Town Park. She presented the church with a donation check for their involvement with the event.

Mayor Luersen recognized and thanked the Town Staff for the countless hours that they did for making Haymarket Day a successful event. The Mayor also recognized family members of the staff who also volunteered their time.

## **V. Public Hearing I - Budget Amendment**

### **1. Public Notice**

Councilman Bob Weir read the public notice into the record.

### **2. Citizen Comments**

Mayor Luersen opened the floor for citizen comments for the 1st quarter Budget Amendment.

There were no citizen comments for this public hearing.

## **VI. Public Hearing II - Zoning Text Amendment**

### **1. Public Notice**

Town Planner Emily Kyriazi read the public notice into the record. Prior to taking citizens comments, Mrs. Kyriazi gave a brief presentation on the edits that were made on the proposed ZTA.

### **2. Citizen Comments**

Town Planner Emily Kyriazi read into the record an email from Jim and Maureen Carroll, 6862 Track Court, supporting the height requirements that was edited in the proposed ZTA.

Jim Payne, 6680 Fayette Street, opposed the new height regulations in the proposed ZTA. He stated it could affect the possible sales of some properties because the limited areas for parking.

## VII. Close Public Hearings

With no other citizen's comments, Mayor Luersen closed both public hearings.

## VIII. Citizen's Time

Jim Payne, 6680 Fayette Street, suggested to the Town Council that the Police Department have accessibility to businesses in case of an emergency with knock boxes at the building provided by the Town.

## IX. Consent Agenda

Councilwoman Ramirez asked to pull the Town Planner and Police Department reports from the Consent Agenda.

**Councilman Weir moved to adopt the Consent Agenda Items A:1-3, B:1,2,5,6 and C:1-5. Councilman Pasanello seconded the motion. The motion carried.**

### A. Minute Approval

#### 1. Mayor and Council - Work Session - Sep 27, 2021 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

#### 2. Mayor and Council - Joint Public Hearing- Planning Com./City Council - Oct 4, 2021 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

#### 3. Mayor and Council - Special Meeting - Oct 19, 2021 5:30 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

### B. Department Reports

#### 1. Town Administration Report

#### 2. Town Treasurer Report

#### 3. Town Planner Report

Councilwoman Ramirez addressed the current Farmer's Market end date and asked if the Town Council would consider one of the vendors using the Town Parking Lot for pick up of pre-orders through out the off season. A discussion followed on the subject. After the discussion, Town Planner Emily Kyriazi suggested that she work with Councilman Ramirez and Vice Mayor Pater to discuss and come to a decision on what would be best for the community. The Town Council agreed with Mrs. Kyriazi's suggestion.

#### 4. Police Department

Councilwoman Ramirez stated that she realized the police department report was generated prior to Halloween. Mrs. Ramirez asked Chief Sibert for a report regarding Halloween. Chief Sibert shared that he, his family and Officer Coppage drove through the communities and

handing out candy from the cruisers to the children and interacted with the public. He stated that it was very well received. Councilwoman Ramirez thanked Chief Sibert for his involvement and for sharing his family with the community for the event. Councilwoman Ramirez inquired if there could be more officer involvement for such events. A short discussion followed on the subject. Councilman Pasanello asked Chief Sibert and Town Manager Coon to share information on the upcoming polar plunge and torch run. Chief Sibert stated that law enforcement actively supports the torch run every year that benefits Special Olympics. Chief Sibert stated that he and Mr. Coon is organizing a team for the polar plunge in February 2022 along with the torch run in June 2022. He stated that he has gathered some fundraising ideas and will be putting those together in the near future.

Mayor Luersen asked about the comment made during citizens time on providing lock boxes for the businesses so that emergency personnel has access to the building. Chief Sibert stated that the boxes that were referred to during citizens time is more likely used with fire and rescue personnel. There was a short discussion on the subject. Mayor Luersen asked for the Chief and Councilman Morris, who is the police liaison, to discuss the subject and come back with a recommendation at a future meeting.

Lastly, Mayor Luersen congratulated Office Burgoon for training and obtaining his bicycle patrol certification.

**5. Town Engineer**

**6. Town Attorney**

**C. Liaison Reports**

**1. Finance Liaison Report**

**2. Police Liaison Report**

**3. Planning Commission Liaison Report**

**4. ARB Liaison Report**

**5. Business Roundtable**

## **X. Agenda Items**

**1. Consideration of Ordinance 2021-002: Zoning Text Amendment**

Town Planner Emily Kyriazi lead the discussion on the Zoning Text Amendments and the proposed edits. Mrs. Kyriazi handed out a list of suggested changes that was brought to her attention since the Planning Commission public hearing. Discussion ensued on 58-3.1: delinquency accounts; 58-20.9: Sidewalks - to incorporate the language for stamped concrete sidewalks; 58-2.12: Hotels - striking the 60 foot height since its no longer applicable; add an inoperable vehicle section and change language on the single family parking; 58-6.1 BZA - edits made that was suggested by Town Planner Kyriazi. Discussion followed on subjects such as commercial vehicles parked in residential areas, traffic impact analysis in Section 58-3.2- those qualified to conduct a traffic analysis study, and 58-9: fence heights. The Council asked Town Attorney Crim about approved SUP's being grand fathered. There was also a discussion on time limit of an approved SUP. The Council also asked the Town Attorney on if time limits can be set on approved SUP's. Mr. Crim stated that generally language is put into the ZTA that if an SUP has not commenced within a particular time, then the SUP expires and the process would start over. There was also a discussion on notifications requirements. There was also a discussion on coverage regulations. There was also a discussion on shared parking regulations. There was a discussion to reinstate the time limits for acting on an approved Certificate of Appropriateness granted by the Architectural Review Board. Town Attorney Crim gave some recommendations on time limits for the COA.

After the discussion on the various edits, Town Planner Emily Kyriazi stated that she would bring the final edited version to the November Work Session for final review prior to the adoption at the December Regular Meeting.

**Councilman Weir moved to defer further consideration of the ZTA until the November Work Session. Councilman Pasanello seconded the motion. The motion carried.**

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

### 2. Consideration of Resolution 2021-014: First Quarter Budget Amendment

With no questions to Town Treasurer Roberto Gonzalez on the first quarter budget amendment, Councilman Weir moved to adopt Resolution 2021-014 FY2021-22 budget amendment. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

### 3. Shop Small Event

Town Manager Chris Coon shared that when the Town did the shop small event last year using Cares Act Funds, the Town had an agreement with Prince William County IDA. Mr. Coon asked the Town Council to authorize him to sign the contract agreement with PWC IDA for the shop small event again this year. A short discussion followed on the subject.

**Councilwoman Ramirez moved to a not to exceed amount of \$17,500 from Cares Act and ARPA funds for the purpose of the Town of Haymarket Shop Small Event. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.**

Without objection, the Town Council directed the Town Manager to sign the agreement with Prince William County IDA.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mary Ramirez, Councilwoman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

## XI. Councilmember Time

### 1. Chris Morris

Councilman Morris thanked the staff and the police department for the huge effort and success on Haymarket Day.

### 2. Mary Ramirez

Councilwoman Ramirez echoed Mr. Morris' comments on the hard work of the staff and success of Haymarket Day. Mrs. Ramirez also thanked the police department for walking kids home from school. Councilwoman Ramirez stated that she received encouraging comments on the changes to the zoning text amendment. Lastly, she encouraged the public to vote at the next day general elections.

### 3. Marchant Schneider

Councilman Schneider also thanked the staff on the hard work for Haymarket Day and stated that he appreciated all their hard work. He challenged other communities to get involved and engage in the upcoming events. Lastly, Councilman Schneider asked that Town Maintenance Vehicle discussion be put on the next work session agenda.

### 4. TracyLynn Pater

### 5. Joe Pasanello

Councilman Pasanello congratulated that staff on the shade structure at the playground. He also thanked the police department on the house checks, foot and bike patrol. Mr. Pasanello stated that the public is noticing their efforts. Councilman Pasanello also encouraged that

public to vote in the next day general election. Lastly, Mr. Pasanello asked that everyone take the time to recognize the veterans on Veteran's Day.

**6. Bob Weir**

Councilman Weir asked for staff to post information on the website and the Town's facebook page about yard waste procedures. Councilman Weir also shared that he has been in constant communication with VDOT with correcting the crosswalks that were improperly finished when the company re-paved Washington Street over a year ago. Mr. Weir asked that the Town Council needs to make the necessary steps to get this matter resolved.

**7. Ken Luersen**

Mayor Luersen also encouraged the public to exercise their right and vote at the next day general elections.

**XII. Closed Session - As Needed**

**1. Motion - Closed Session**

Councilman Weir moved that the Town Council go into closed session pursuant to Virginia Code § 2.2-3711(A)(1) for 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 Manager; and as permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving the acquisition of real property for a public purpose, specifically involving the property at 14600 Washington Street, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Councilman Pasanello seconded the motion. The motion carried.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez
<b>ABSENT:</b>	TracyLynn Pater

**2. Motion - Certification**

Councilman Weir 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 in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez, Luersen
<b>ABSENT:</b>	TracyLynn Pater

**XIII. Adjournment**

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

**1. Motion to Adjourn**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Joe Pasanello, Councilman
<b>AYES:</b>	Schneider, Morris, Pasanello, Weir, Ramirez, Luersen
<b>ABSENT:</b>	TracyLynn Pater

Submitted:

Approved:

  
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Kimberly Henry, Clerk of the Council

  
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Ken Luersen, Mayor