

OCCOQUAN TOWN COUNCIL
Regular Meeting
Town Hall – 314 Mill Street
April 1, 2014

Present: Mayor Porta, Vice-Mayor Quist, Council members Bush, McGuire, Sivigny and Walbert.

Staff: Mr. Crim, Mr. Reese, Ms. Breeding and Ms. Blackwell

Absent: Chief Sheldon E. Levi

Mayor Porta called the meeting to order at 7:00 p.m.

Citizen's Time: No one spoke.

Consent Agenda: Vice Mayor Quist moved to approve the minutes of the March 4, 2014 Regular Meeting. Dr. Walbert seconded. Ayes: All, by voice vote.

Dr. Walbert moved to approve the minutes of the February 18, 2014 Special Town Council Meeting. Vice Mayor seconded. Ayes: All, by voice vote.

Mayor Porta introduced the new Town Manager, Kirstyn L. Barr, who will begin employment with the Town on April 14, 2014.

Report of Town Engineer: Mr. Reese reported they are doing a Bond Reduction inspection for Occoquan Heights but there is no fee. He suggested the Town may want to create a fee for such inspections in the future. He said it could be very simple by having a base fee plus consultant's fee. It was noted for the new Town Manager to propose for adoption a new fee schedule and have it available at the next Town Council Meeting.

Vulcan Quarry – there was a public hearing for the Planning Commission of Fairfax County but was deferred on March 13, and deferred again until April 23. He said the Public Hearing is still open for anyone that is still interested.

Mayor Porta said that over a month ago the owner of the landfill asked to meet with him and go over their plans and talked about the problems they were having with Fairfax County and how it would appear from the Town's perspective once they put up the windmills. They were confused on the Town boundaries. The only visible area in the Town would be on the hill; not in the historic district. Mayor Porta said the owner of the landfill wants to extend the operation of the landfill until 2040 and one of the carrots they are throwing out is the wind farm which appeals to a lot of people.

Mayor Porta said if the Public Hearing is deferred again, he suggested having both groups come and talk to Town residents. He said we could schedule a Town Hall meeting for residents to come and listen and voice their opinions.

Mr. Reese said Fairfax County has a comp plan amendment that goes before the Board on April 27, dealing with Heritage Resource Update. Fairfax is taking their County wide historical resources map and reevaluating it.

Mr. Reese said we had four zoning approvals, two of which were retail to retail. He said they approved occupancy permits for seven townhouses at Occoquan Heights and they approved a permit for the BB&T kiosk.

He said he is still having discussions with the developer at Occoquan Heights regarding the hazardous and dead trees.

It was suggested Town Attorney Crim look at the ordinances and come up with a solution and/or options regarding enforcement action for the removal of the dead and hazardous trees.

Mayor Porta suggested having the proposed new fee schedule ready for the next Special Town Council Meeting that is scheduled for later in April so we can adopt it at that meeting.

Mr. Reese said the Washington Street sidewalk project was on the agenda for the Prince William County Board of Supervisors on March 18, and that VDOT made a report on that particular project stating it is now in the right of way phase as of 2014. Mayor Porta said he received an email that this project was going out to bid and may start in 2015.

Mr. Reese reported a new preliminary site plan was submitted called Kiely Court and it will go through the normal routine of staff review of the plans and forwarding copies to appropriate outside review agencies such as VDOT and Prince William Service Authority.

Mr. Reese said the VSMP permit has become problematic. He said the Governor has just signed new legislation that DEQ believes gives the County the ability not to take our VSMP process if they so desire. He says he feels this is not the case, but is looking into it. He hasn't heard what the final ruling is, but he wants to advise the Council that he doesn't think anything has changed.

Status of the Riverfront Park: On February 24, Mayor Porta, Mr. Crim and Mr. Williams met with Susan Roltsch, Deputy County Executive of Prince William County, and others to get an update on the status of the Riverfront Park.

Mr. Crim said they were very concerned about the zoning issue and wanted to make sure we could get that done in a timely manner. Mr. Crim stated what was holding this up was getting information from counsel for Fairfax Water Authority. Mr. Crim had a discussion with Mr. Tannenbaum, who is currently Fairfax Water's counsel, and he is

waiting for Mr. Tannenbaum to get back with him on the language he would like (specific or general).

Mayor Porta said the Town will operate the Park and the schedule is still on for the tanks to be taken out in May and be done and turning the property over to us in January 2015.

Dr. Walbert moved to suspend the rules and move up on the agenda "Town Signs," seconded by Ms. Bush. Ayes: All, by voice vote.

Town Signs: Ms. Bush said the ARB has color options and quotes from Sign-A-Rama for various new Town signs. She said she has picked a darker color option to go with the new banner colors than using the lighter color which is the color on the Welcome Sign at Mom's Apple Pie. She said the new signs would be at the entrance at Mamie Davis Park, at the two entrances of the Town (Tanyard Hill and 123 and Commerce), a new Welcome sign at Mom's Apple Pie area and then 3 smaller signs showing additional locations of shops in the alleys.

It was unanimous from Town Council on the decision of the darker blue color scheme for the signs in lieu of the teal which has been use previously.

Vice Mayor Quist moved to approve the allocation of funds for Sign #2860 which will be the sign in front of Mamie Davis Park in the amount of \$5,672.64 which includes installation; seconded by Dr. Walbert. Ayes: All, by voice vote. The new Town Manager is applying to change the Occoquan website to be Occoquan.gov rather than Occoquan.org.

Dr. Walbert moved to approve the allocation of funds for Sign #2861 which will be the new two-sided Welcome Sign in front of Mom's Apple Pie in the amount of \$7,445.33, seconded by Vice Mayor Quist. Ayes: All, by voice vote.

Vice Mayor Quist moved to approve the allocation of funds for Sign #3069 which will be the purchase of three "more shops" signs in the amount of \$264.72, seconded by Vice Mayor Quist. Ayes: All, by voice vote.

Ms. Bush will discuss the hanging sign outside of Town Hall with the Architectural Review Board (ARB) and will work with staff to contact VDOT to get their permission to place the signs on VDOT roads. Mr. Bill Mastin from Sign-a-Rama said it will take approximately three weeks to create the signs, once the proposals are signed and down payments made.

Mayor's Report: Mayor Porta reported on the following events he had attended in his capacity as Mayor:

- 3/5 – Attended Supervisor May’s Town Hall Meeting
- 3/6 – Served as Moderator for the PWCA Forum on the Rural Crescent Study
- 3/11 – Attended the Chamber of Commerce’s Economic Update Luncheon – Update Given by Dr. Stephen Fuller of GMU
- 3/14 – Met with Shep Crow Regarding Landfill
- 3/19 – Participated on a Panel on Occoquan at Westminster Retirement Community
- 3/22 – Participated in Strategic Plan Community Meeting
- 3/24 -- Met with County and Town Representatives on the Riverfront Park
- 3/26 – Attended the Occoquan Water Trail League Roundtable

Volunteer Award - Mayor Porta discussed the Volunteer Award which the Town named after Walter Bailey which was established in 2007. He said this award is not given out annually and it is a life-time achievement award. The Town has given it to June Randolph and Shar Kundu in past years. He said it has been restricted to residents in the past but wanted the Council’s advice and approval in awarding it to Delores Elder. He said Ms. Elder is now currently the Museum’s paid administrator of the Occoquan Historical Society (OHS). She has been a long-time member of the OHS Board. However, she is not a Town resident, but she is one of the most knowledgeable people about Town history and has contributed to a lot of events in Town, including the Civil War Enactment, etc.

Dr. Walbert moved to award Ms. Delores Elder the Volunteer Award; seconded by Ms. Bush. Ayes: All, by voice vote.

Council Reports: Mr. Sivigny, Mr. McGuire, Ms. Bush and Dr. Walbert had no reports. Vice Mayor Quist said with the help of Mr. Reese in finding a few referrals, she wants to make sure when working on the Capital Budget that we get a formal reserve study into the Capital Plan of 2015.

Treasurer’s Report: Ms. Breeding reported Cash has decreased \$10,000 under last year and Total Assets has decreased \$14,500 under last year. Total Liabilities has decreased by \$51,500 and Net Income has decreased by \$40,400 made up mainly of the CIP expenses of the Town Truck and computers. She reported that Occoquan Inn is one month behind in Meals Tax and Pink Bicycle is six months behind and the rumor is that they were closing their business as of April 1.

Acting Town Manager’s Report: Chief Levi distributed his Manager’s report in advance. (Absent)

Drop-Off Zone at Mamie Davis Park: Ms. Bush reported that the ARB and the Appearance Committee recommended a Drop-Off Zone at Mamie Davis Park and to take away the two parking spots and have a loading zone in one spot and a bike rack installed in the other.

Dr. Walbert moved to approve the Drop-Off Zone and Bike Rack, seconded by Vice Mayor Quist. Ayes: All, by voice vote.

Strategic Plan Meetings Update: Mayor Porta said to date we have had approximately 50 people in attendance at Strategic Plan Meetings and he has been asked by a member of the Strategic Planning Committee to consider having no more Strategic Plan Committees or just have one more at Town Hall after the May Town Elections. Mr. McGuire felt that we should stick with the initial plan and have all Town Meetings as planned and Mr. Sivigny concurred. Vice Mayor Quist said we have gotten some people interested and that is a win-win for us. She said if we schedule a final meeting at Town Hall and advertise in advance, we could then have time to incorporate past suggestions/learnings into the presentation, we might get more people to attend. It was suggested that two more meetings should be held on two different Saturdays at 11 a.m. in Town Hall after the Town Elections.

Craft Show Contracts: It was brought to the attention of Town Council that Arts and Crafts Show contracts have been signed in the past by the Director of the Show. It was determined that Mayor Porta should have been the one signing those contracts, since he is the only one authorized to sign contracts.

Since Ms. Thomas, Director of the Occoquan Arts and Crafts Show, is out of the country until May 7, the Town Council would be approving the contracts, assuming they have had adequate review by legal counsel where that is appropriate.

Vice Mayor Quist moved to approve the appropriation of funds not to exceed \$15,000 for the bus contract; seconded by Dr. Walbert. Ayes: All, by voice vote.

Vice Mayor Quist moved to approve the appropriation of funds not to exceed \$11,000 for all advertising; seconded by Dr. Walbert. Ayes: All, by voice vote.

Vice Mayor Quist moved to approve the appropriation of funds not to exceed \$7,000 for traffic control; seconded by Dr. Walbert. Ayes: All, by voice vote.

Vice Mayor Quist moved to approve the appropriation of funds not to exceed \$2,500,000 for night security; seconded by Dr. Walbert. Ayes: All, by voice vote.

Vice Mayor Quist moved to approve the appropriation of funds not to exceed \$2,000 for John Boy; seconded by Dr. Walbert. Ayes: All, by voice vote.

Vice Mayor Quist moved to approve the appropriation of funds not to exceed \$700 for Rent All Center; seconded by Dr. Walbert. Ayes: All, by voice vote.

Ms. Quist moved that the Council convene in closed session to discuss as permitted by Virginia Code Section 2.2-3711(A)(1) a personnel matter involving consideration or

interviews of candidates for employment or appointment, performance evaluation or job assignments of town employees, and salary or other compensation of Town employees, and as permitted by Virginia Code Section 2.2-3711(A)(3), a matter involving acquisition of real property for public purposes. Dr. Walbert seconded. Ayes: all by voice vote.

The Council came out of closed session at 9:29 p.m. Ms. Quist 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. Dr. Walbert seconded. Ayes: Sivigny, McGuire, Bush, Walbert, and Quist by roll call.

Dr. Walbert moved to approve the execution and agreement with the NRA Foundation to purchase 17+ acre property at the corner of Old Bridge and Tanyard Hill Roads, commonly known as the Oaks III property in the amount of \$300,000; seconded by Ms. Bush. Ayes: Mr. Sivigny, Mr. McGuire, Ms. Bush, Dr. Walbert, and Vice Mayor Quist.

Ms. Quist moved that the regular May meeting of the Town Council be moved to Wednesday, May 7, to accommodate town elections. Dr. Walbert seconded. Ayes: all by voice vote.

The meeting adjourned at 9:50 p.m.

Peggy Blackwell, Town Clerk