



OCCOQUAN TOWN COUNCIL
Work Session Minutes
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, September 15, 2015
7:00 p.m.

Present: Mayor Liz Quist, Vice Mayor Pat Sivigny, Tyler Brown, and Joe McGuire.
Staff: Kirstyn Jovanovich, Town Manager; Chief Sheldon Levi, Town Sargent/
Chief of Police; Mike Vanderpool, Vanderpool, Frostick, & Nishanian, P.C.;
Abigail Breeding, Town Treasurer; Bucky Brill, Maintenance Supervisor; Greg
Holcomb, Town Clerk.

Absent: Jim Drakes and J. Matthew Dawson

1. Call to Order

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

2. Closed Session

Vice Mayor Sivigny moved that the Council convene in closed session to discuss as permitted by Virginia Code Section 2.2-3711(A)(3), a matter involving acquisition of real property for public purposes. Councilmember McGuire seconded. **Motion passed, unanimous.**

The Council came out of closed session at 7:21 p.m. Vice Mayor Sivigny 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. Councilmember McGuire seconded. **Motion passed, Ayes: Councilmember Brown, Councilmember McGuire, and Vice Mayor Sivigny, by roll call.**

Note: Mayor Quist, Vice Mayor Sivigny, Councilmembers Joe McGuire and Tyler Brown, Town Manager Kirstyn Jovanovich and Mike Vanderpool of Vanderpool, Frostick & Nishanian, P.C. were present for the closed session.

3. Regular Items

3A. FYE 2014 Financial Audit Presentation

Mr. Andrew Grossnickle, of Robinson, Farmer, Cox Associates presented the FYE 2014 Financial Audit.

3 B. Emergency Snow Routes and Snow Removal Policy

Ms. Jovanovich opened the meeting stating that there were concerns from the business community regarding parking on the street during snow events last winter and not having snow removed from parking spaces. She presented a draft snow emergency routes ordinance. She noted that a VDOT permit would be needed to proceed if the

Council passes the ordinance as VDOT would need to grant the Town permission to plow VDOT streets.

Councilmember McGuire asked if the ordinance would allow towing if there was a threat of snow or after the snow had fallen. He stated he was opposed to towing if there was a threat of snow.

Mayor Quist noted that the ordinance would allow for signage and provide a warning to people. In addition, the ordinance would give the Town the ability to remove vehicles; however, the Town would be responsible for managing the program and determining when it was appropriate to tow a vehicle. Towing would be a last option.

Councilmember McGuire also discussed the ordinance language that states that vehicles carrying sick people may park. He stated the language was too broad. He would like it to state Fire Department vehicles.

There was a general consensus to move forward with the snow emergency ordinance.

3 C. Public Safety Priorities

Ms. Jovanovich stated that staff was looking for direction on what the police department should be achieving. She noted that there are many views from Council and the public on what they see as public safety priorities. She asked for guidance from the Town Council on identifying department priorities.

Chief Levi presented information on the police department for the last 40 years. He noted that most of the time there were two police officers in Town and two police vehicles at times. He further noted that from 1997-2007 the department consisted of three officers. He stated that the population of the Town had grown significantly and the department is being staffed at its lowest levels in 40 years.

Councilmember McGuire stated that he has noticed an increased presence from Prince William County Police and knows the Chief has requested increased patrols.

Vice Mayor Sivigny requested that staff bring back a time analysis of an average week looks like for the Chief. Mayor Quist agreed that an analysis of a regular week would be very helpful.

Councilmember Brown requested additional information regarding the number of officers per resident ratio.

The Council agreed to further review the matter at a future work session.

3 D. Brick Discussion

Ms. Jovanovich presented a brick paver program for River Mill Park. She noted that there is room for 1,100 bricks. She stated that the goal is to sell 500 bricks, which would

bring in around \$41,000 in revenue which would be used for Town parks programming and maintenance.

Councilmember Brown was concerned with how long the bricks would last. Ms. Jovanovich noted that they have a lifetime warranty.

Ms. Jovanovich ended the discussion by stating that the brick program would be launched at the Arts and Crafts Show.

There was general consensus to move forward with the brick paver program.

10. Adjournment

The meeting adjourned at 8:36 p.m.

Greg Holcomb
Town Clerk