



OCCOQUAN TOWN COUNCIL
Regular Meeting Minutes
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, February 6, 2018
7:00 p.m.

Present: Mayor Liz Quist, Vice Mayor Pat Sivigny, Councilmembers Jim Drakes, Matthew Dawson, Cindy Fithian, and Joe McGuire

Staff: Kirstyn Jovanovich, Town Manager; Martin Crim, Town Attorney; Bruce Reese, Town Engineer; Chris Coon, Town Clerk; Adam Linn, Chief of Police

1. Call to Order

Mayor Quist called the meeting to order at 7:03 p.m.

2. Pledge of Allegiance

3. Citizens Time

Colin Mackenzie, 115 River Road, thanked Ms. Jovanovich for her response with the trash receptacle issues and violations happening on River Road. He questioned the best possible option to alleviate the trash issues on that street. Ms. Jovanovich stated that she sent a letter to the residents of River Road for corrective action in regards to refuse container placement. She also stated that there may be an option for a consolidated trash area on town-owned property at the end of River Road. She stated that she would speak with Mr. Mackenzie about scheduling a meeting with the residents to discuss.

4. Approval of Minutes

It was moved to approve the minutes of the January 2, 2018 Regular Meeting and January 16, 2018 Work Session Meeting.

A motion was made by Vice Mayor Sivigny seconded by Councilmember Fithian that the Action Item be approved. The motion carried by poll vote, unanimous.

5. Councilmember Reports

No Report.

6. Mayor's Report

No Report.

7. Staff Reports

A. Town Attorney: Mr. Crim, Town Attorney, reported on the following:

- i. River Mill Park-** Working with the Town Manager and the Engineering Groupe to identify water and heating issues and possible cures. Town is withholding payment from Miller Brothers until the issues are resolved.
- ii. Stormwater-** Mr. Crim indicated that he and the Town Manager were looking at legal and practical issues regarding stormwater and drainage.

- B. Town Engineer:** Mr. Reese, Town Engineer, submitted a report as part of the meeting agenda. He also reported the following:
- i. **Tanyard Hill Park property** – The rezoning and comprehensive plan amendment project is moving forward. He stated he has been in contact with Prince William County and a post submission review conference has been scheduled. He stated that after the meeting, the application for rezoning and a comprehensive plan amendment would go before the Prince William County Planning Commission and then to the Board of County Supervisors.
 - ii. **New Development in Lake Ridge-** Prince William County notified the Town of a rezoning request that is proposed within 3,000 feet of the Town limits. The 2.5 acre parcel in Lake Ridge is being rezoned from A-1 to RPC, residential planned community. Mr. Reese stated that his concern with this property is related to stormwater and stated the Town should encourage all Prince William County and State of Virginia stormwater management requirements be upheld.

Councilmember Fithian inquired about the location of the rezoned parcel. Mr. Reese indicated that it was a small parcel next to Rockledge Elementary School.

- C. Building Official:** The Building Official's report was submitted as part of the meeting agenda. No questions were received.
- D. Town Manager:** Ms. Jovanovich submitted a manager's report as part of the meeting agenda. Ms. Jovanovich also reported that she and the Mayor met with Gaslight Landing HOA members regarding sediment build-up issues in the Occoquan River and impacts to their private docking areas. Ms. Jovanovich advised that, based on her research, municipalities do not fund remediation of sediment build-up impacting private property. She stated Gaslight Landing was informed that the Town would not fund the remediation of the sediment build-up; however, she has offered to assist Gaslight Landing with the permitting process necessary to work within the Occoquan River.
- E. Town Treasurer:** Ms. Rodriguez, Town Treasurer, submitted the a report as part of the meeting agenda. No questions were received.
- F. Chief of Police:** Chief Linn submitted a report as part of the meeting agenda.

Councilmember Drakes stated that he met with the Town Manager and Chief about improving pedestrian safety. He also stated that he would like to see the Chief's pedestrian safety initiative be implemented faster.

- G. Boards and Commissions:** Councilmember McGuire reported the Planning Commission worked on updating their bylaws. No ARB meeting was held in January 2018.

8. Regular Business

8A. Request to Approve Lease with Occoquan Historical Society

It was moved to approve the revised lease with the Occoquan Historical Society for lease of the town owned building located at 413 Mill Street, and authorize the Mayor to sign.

A motion was made by Councilmember Fithian seconded by Councilmember Dawson that the Action Item be approved. The motion carried by poll vote, unanimous. Councilmember Drakes recused himself from the vote.

8B. Request to Purchase Replacement Refuse and Recycling Containers - Phase I

It was moved to approve the purchase of refuse and recycling containers as part of Phase I of the refuse container replacement plan and appropriate an amount not to exceed \$12,213.91.

A motion was made by Councilmember Fithian, seconded by Councilmember Drakes that the Action Item be approved. The motion carried by poll vote, unanimous.

8C. Request to Purchase Replacement Desktop Computers for Town Hall and In-Vehicle Laptop for Police Cruiser

It was moved to approve the purchase of replacement desktop computers for Town Hall and an in-vehicle laptop for the police cruiser and appropriate an amount not to exceed \$12,900 from the FY2018 Capital Improvement Plan.

A motion was made by Councilmember McGuire, seconded by Councilmember Fithian that the Action Item be approved. The motion carried by poll vote, unanimous.

8D. Request for Approval to Execute NOVA Law Enforcement Mutual Aid Agreement

It was moved to approve the Town's participation in the Northern Virginia Law Enforcement Mutual Aid Agreement and authorize the Mayor to sign.

A motion was made by Councilmember Drakes, seconded by Councilmember Fithian that the Action Item be approved. The motion carried by poll vote, unanimous.

8E. Proclamation for Timothy "Mac" McLain

It was moved to approve a proclamation honoring Timothy "Mac" McLain.

A motion was made by Councilmember Fithian, seconded by Vice Mayor Sivigny that the Action Item be approved. The motion carried by poll vote, unanimous.

9. Closed Session

Vice Mayor Sivigny moved that the Council convene in closed session to discuss the following as permitted by the Virginia Code Section 2.2-3711(A)(7): a legal consultation with legal counsel, or another matter requiring advice of counsel specifically River Mill Park. Councilmember McGuire seconded. The motion carried unanimously. Closed Session began at 7:46 p.m.

The Council came out of closed session at 8:05 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 Drakes seconded.

Motion passed, Ayes - Councilmember Fithian, Councilmember Drakes, Councilmember Dawson, Councilmember McGuire and Vice Mayor Sivigny, by roll call vote.

10. Adjournment

The meeting was adjourned at 8:06 p.m.

Christopher Coon
Town Clerk