

# Town of Lovettsville

## Town Council Minutes of the March 26, 2015 Regular Meeting

### Call to Order/Pledge of Allegiance

Mayor Robert Zoldos II called the Regular Meeting of the Lovettsville Town Council to order at 7:30 p.m. on March 26, 2015 at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

### Council Members Present

- Mayor Robert Zoldos II
- Vice Mayor Michael Senate
- Council Member Kimberly Allar
- Council Member Tiffany Carder
- Council Member Rodney Gray
- Council Member Jennifer Jones
- Council Member James McIntyre

### Closed Session

Mayor Zoldos announced there would be a closed session to discuss the waste water treatment plant.

### Pledge of Allegiance

Mayor Zoldos led those assembled in the Pledge of Allegiance.

### Staff Present

- Town Manager Laszlo Palko
- Town Attorney Elizabeth Whiting
- Town Clerk Harriet West

### Presentations

#### A. Utility Team Certificates of Appreciation

Manager Palko said he wanted to recognize the good work of the Town's new utility team over the past several months, especially during the recent cold weather.

**Motion:** I move that the Mayor sign and present Certificates of Appreciation to each Utility Team member for their demonstrated dedication and skill in ensuring steady and reliable Water and Sewer services to our town residents.

**By:** Council Member McIntyre

**Second:** Council Member Gray

**Aye:** Council Members Allar, Carder, Jones, Gray, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** None

The Mayor and Council presented certificates of appreciation to Stephen Gates, Eddie Staubs, and James Gibbs and thanked them for their service to the Town.

### Comments from the Public

Mayor Zoldos called for comments from the public. There were none.

Mayor Zoldos briefly recessed the meeting from 7:35-7:42 p.m. to recognize Vice Mayor Senate's birthday and to thank the members of the Utility Team.

42 **Community Presentations**

43 A. Lovettsville Volunteer Fire and Rescue Company

44 Councilmember Jones reported on the new ambulance, the budget request for the new fire house, and  
45 the new treasurer. She noted that Lovettsville Volunteer Fire and Rescue will be participating in  
46 Volunteer Fest.

47  
48 There were no other community presentations.  
49

50 **Town Commission and Committee Reports**

51 A. Lovettsville Planning Commission

52 Commissioner Smith reported on the Comprehensive Plan review process, including identifying priorities,  
53 forming committees, and conducting the public kick off meeting. He also noted that the Planning  
54 Commission recently discussed including the Pledge of Allegiance in its meetings; however, some of the  
55 Commissioners were not in favor of this because they felt it would take up time on the agenda and that  
56 the meeting was not significant enough to warrant including the Pledge. The Commissioners agreed to  
57 take this up again at their next meeting when all of Commissioners are present. Mayor Zoldos expressed  
58 his concerns and said he would like to ask the Council to discuss this tonight.  
59

60 B. Parks Committee

61 Vice Mayor Senate said he had nothing new to report.  
62

63 C. We're In Committee

64 Councilwoman Carder reported on the recent business expo and plans for the upcoming small business  
65 breakfast.  
66

67 D. Volunteer Fest Committee

68 Councilwoman Jones reported on the participating organizations, raffle prizes, door prizes, and awards.  
69

70 B. MayFest Committee

71 Councilwoman Carder reported on volunteers, logistics, sponsors, and vendors. Manager Palko said he  
72 met with the County's event coordinator about the permits that will be required.  
73

74 C. Memorial Day Ceremony

75 Councilwoman Allar said they will not be able to do the flyover on Memorial Day. Commissioner Smith  
76 offered to see if he could find someone else who could do this. Councilwoman Allar said she is also  
77 looking for a new keynote speaker since the original speaker is no longer available due to an injury.  
78

79 D. Oktoberfest Committee

80 Councilman McIntyre reported on the applications/packages and noted the first meeting will be held in  
81 April.  
82

83 **Additions/Deletions/Modifications to the Agenda**

84 Mayor Zoldos asked to add a discussion item - Pledge of Allegiance at Town events. There was no  
85 objection from the Council.  
86

87 **Minutes**

88 A. September 11, 2014 Regular Meeting

**Motion:** I move to accept the minutes of the September 11, 2014 Regular Meeting as  
amended.

**By:** Vice Mayor Senate

**Second:** Council Member Jones

**Aye:** Council Members Allar, Carder, Jones, Gray, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** None

89

90 **Monthly Financial Report**

91 There was no report.

92

93 **Staff Reports**

94 A. Report from the Project Manager

95 There were no questions regarding the Project Manger's written report.

96

97 B. Report from the Zoning Administrator

98 There was no report.

99

100 B. Report from the Utility Supervisor

101 Manager Palko reviewed the format for the first ever Utility Department Report. Utility Supervisor  
102 Stephen Gates presented the report and responded to questions about the ammonia violation. Mayor  
103 Zoldos asked that future reports include information about points from the Virginia Department of  
104 Environmental Quality as the result of violations.

105

106 C. Report from the Town Attorney

107 There was no report.

108

109 D. Report from the Town Manager

110 Manager Palko reported on the following:

- 111 • Dorri O'Brien will be stepping down from Planning Commission. Mayor Zoldos suggested opening
- 112 this up again and asked the Town Clerk to contact the former applicant.
- 113 • National Night Out will be on August 4. Mayor Zoldos indicated the Town would work with the
- 114 Sheriff's Office on this again this year.
- 115 • The County's Rain Barrel Workshop will be held on April 13. The Town will continue to provide a \$20
- 116 credit on resident's utility bills.

117

118 **Action Items**

119

120 A. Western Loudoun Artists Studio Tour Grant

121 Manager Palko presented this item. The Council is being asked to consider whether or not to continue  
122 funding support to the Western Loudoun Artists Studio Tour.

123

124 For the past 5 years, the Town has been sending \$250 to the Western Loudoun Artists Studio Tour and  
125 has applied for and received another \$250 matching grant from the Virginia Commission for the Arts  
126 which the Town has sent to Western Loudoun Artists. Manager Palko said he has already completed the  
127 grant application, which is due April 1. He noted this benefits the Town by promoting the arts, promoting  
128 Lovettsville artists, and attracting tourist to Lovettsville.

129

**Motion:** I move that the Town Manager send the matching grant application to the Virginia  
Commission for the Arts and the Town Manager budget a \$250 contribution to the  
Western Loudoun Artists Studio Tour.

**By:** Council Member Carder

**Second:** Council Member McIntyre

**Aye:** Council Members Allar, Carder, Gray, Jones, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** None

130

131 B. IT Decision – Email Server, Google Apps, Office 365, and new Website

132 Manager Palko presented this item. The Council is being asked to consider the Town Manager's  
133 solutions for email hosting platform and other IT solutions. Manager Palko explained that the Town  
134 needs to transition to a new email and website host because the current provider, Applied Tactics, is  
135 discontinuing its antiquated Ice Warp email platform. Staff has researched several cloud-based options  
136 and recommends moving to Smartermail because it offers the best price compared to Google or Microsoft  
137 Exchange. Mr. Palko further recommended moving the Town's website to a Wordpress platform, setting

138 up one Google for Government account to increase IT capabilities, and establishing two Microsoft Office  
139 365 accounts for computers and tablets.  
140

**Motion:** I move that the Town Manager proceed with moving from the Town's current Ice Warp email platform to a cloud-based Smartermail platform. That the Town Manager also continues to evaluate new Website options, establishes one Google for Government account, and purchases two Microsoft Office 365 accounts instead of buying individual Microsoft Office Licenses.

**By:** Vice Mayor Senate

**Second:** Council Member Jones

**Aye:** Council Members Allar, Carder, Gray, Jones, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** None

141

142 C. FY 2016 Budget and CIP Schedule

143 Town Manager Palko presented this item. The Council is being asked to approve the Town Manager's  
144 proposed FY 2016 Budget and CIP Schedule. He noted one change – the Utilities Committee meeting on  
145 April 2 will need to be rescheduled.  
146

**Motion:** I approve the FY 2016 Budget and CIP Schedule and Town Manager's Budget presentation strategy of presenting 3 budget options.

**By:** Council Member Jones

**Second:** Council Member Aller

**Aye:** Council Members Allar, Carder, Gray, Jones, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** None

147

148 .D. VRA 2007A Loan Refunding Opportunity (WWTP Module 3)

149 Manager Palko presented this item. The Council is being asked to consider a refinancing opportunity for  
150 the VRA 2007A Loan for the Wastewater Treatment Plant Module 3. Manager Palko said this was  
151 originally presented to the Council last fall. Staff has looked at the refinancing opportunity again and  
152 determined that a potential cost savings of \$101,000 is possible between 2018 and 2027.  
153

**Motion:** I move that the Council direct staff to retain Hunton & Williams as bond counsel for a fee not to exceed \$12,000, with said fee to be paid out of the refunding, and participate in the Spring 2015 refunding of the remaining VRA 2007A loan in the amount of \$2,100,000 in order to achieve a \$101,320 in net savings over 10 years starting in 2018.

**By:** Council Member Gray

**Second:** Council Member McIntyre

**Aye:** Council Members Allar, Carder, Gray, Jones, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** None

154

155 E. Pledge of Allegiance at Town Events

156 Mayor Zoldos discussed the reasons some of the Commissioners did not want to institute including the  
157 Pledge of Allegiance at Planning Commission meetings. The Mayor suggested that the Pledge of  
158 Allegiance be included at all official meetings of the Town Council and Planning Commission. The  
159 Council Members were in agreement. Commissioner Smith suggested letting the Planning Commission  
160 work this out at the next meeting. Mayor Zoldos said he would attend the Planning Commission meeting  
161 on April 8, present the Council's intentions, and let the Planning Commission come to a decision.  
162

163 Information Items

164 There were none.

165 Comments from the Mayor and Town Council

166 Councilman McIntyre said there will be a special announcement in the Friday email about voting on the  
167 selections for Movies on the Green.

168  
169 Vice Mayor Senate said he is looking forward to the new community garden.  
170

171 Councilwoman Allar said the East Broad Way project meeting was not well attended but those who were  
172 present had excellent questions. She said the Business Expo was fantastic and the MayFest Committee  
173 is a group of really hard workers. Lastly, she will be participating in the March for Babies in Fairfax on  
174 May 3 with some other Lovettsville families to help raise money for premature babies. The name of their  
175 team is the Lovettsville Little Wonders.  
176

177 Mayor Zoldos reported on the following:

- 178 • The Town's Charter was signed by the Governor on March 17 and will go into effect on July 1, 2015.
- 179 • He thanked the Utility Team again for everything.
- 180 • The Lovettsville Community Park will go out for bid soon but there is no start date for construction.
- 181 • He thanked the Zoning Administrator for the new wall map of the Town.
- 182 • The Pardon Our Dust meeting for the East Broad Way project was well done and those who attended  
183 had good questions.
- 184 • A reporter from "The Washington Post" toured the Town and will be writing an article for the *Where*  
185 *We Live* column in the real estate section.
- 186 • The trees to be planted for Arbor Day will go on each side of the Walker Pavilion.
- 187 • The We're In Committee did an excellent job with the Business Expo.  
188

189 Closed Session

190 Pursuant to Virginia Code Section 2.2-3711A7, the Lovettsville Town Council went into closed session at  
191 8:56 p.m. to discuss performance issues related to a contract with English Construction Company.  
192

**Motion By:** Vice Mayor Senate  
**Second:** Council Member McIntyre  
**Aye:** Council Member Allar, Carder, Gray, Jones, McIntyre, and Senate  
**Nay:** None  
**Abstain:** None  
**Absent:** None

193  
194 The Mayor and Council reconvened in open session at 9:47 p.m. All Council Members certified that only  
195 public business matters lawfully exempt from the open meeting requirements under the Virginia Freedom  
196 of Information Act were discussed and that only such public business matters as were identified in the  
197 motion by which the closed meeting was convened were heard, discussed, or considered in the meeting  
198 by the Lovettsville Town Council.  
199

200 Mayor Zoldos asked if there was anything else to come before the Town Council.  
201

**Motion:** I move that the Town Council authorize the Town Manager to sign the tolling  
agreement and proceed with negotiations of the settlement agreement, and if the  
discussed conditions are met, to authorize the first tier of repairs and commit the  
Town to contribute toward repairs not to exceed \$120,000.

**By:** Council Member McIntyre  
**Second:** Council Member Gray  
**Aye:** Council Members Allar, Carder, Gray, Jones, McIntyre, and Senate  
**Nay:** None  
**Abstain:** None  
**Absent:** None

202 Adjournment

203 There being no further business before the Council, the meeting was adjourned at 9:49 p.m.  
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Respectfully submitted,



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Harriet West, Town Clerk

Date Approved: November 12, 2015

Attachments:  
None