

# Town of Lovettsville

## Town Council Minutes of the October 24, 2013 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 October 24, 2013 at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

### Council Members Present

- Mayor Robert Zoldos II
- Vice Mayor Senate
- Council Member Jack Burden
- Council Member Tiffany Carder
- Council Member Rodney Gray
- Council Member James McIntyre

### Council Members Absent

- Council Member Kimberly Allar

### Staff Present

- Town Manager Keith Markel
- Project Manger Karin Fellers
- Town Clerk Harriet West

### Pledge of Allegiance

Mayor Zoldos led those assembled in the Pledge of Allegiance.

### Closed Session

Mayor Zoldos announced that the Council would be going into closed session at the end of the meeting to discuss schools.

### Presentations

Councilman McIntyre formally recognized and thanked the Oktoberfest Committee members for an amazing festival. With the song "Danke Schoen" playing in the background, Councilman McIntyre presented Oktoberfest 2013 plaques to Vice Chair Elaine Walker, Mike Zapf, Publicity Chair Anne George, Facilities Director Scott Dockum, Treasurer Tom Ciolkosz, Entertainment Director Stephanie Burget, Kinderfest Director Julie Mare, and Volunteer Coordinator Michelle McIntyre. He also thanked and recognized, local Boy Scout Jordan Psimas, who rebuilt and painted the food stands as a scouting project. In addition, he thanked the following Committee members who were not present – Sales Director Irma Rodriguez, Dave Kirk, Vendor Coordinator Cheryl Miller, and Dianne Chang. Lastly, he thanked John and Yvonne Smith, representing the Game Club and Lions Club; Town staff; Council Member Gray; and Mayor Zoldos for their support.

Mr. Scott Dockum commended Councilman McIntyre for his leadership serving as Chair of the Oktoberfest Committee.

Mayor Zoldos also thanked Councilman McIntyre and the Committee for making this the "best fest ever." He said that events like this bring lots of people into the Town.

Those present in the audience came forward for a group photograph.

### Comments from the Public

Mayor Zoldos called for comments from the public. Vice Mayor Senate read the rules for public comment.

Mr. Scott Dockum, 9 South Loudoun Street, came forward to speak about a community needs assessment being conducted by the Lovettsville Lions Club, through Lions Club International. Part of that

process is to schedule interviews with members of the community, including the Mayor and Town Council Members, to determine what the club can do to better the community. He said that all of the money that the Lovettsville Lions Club takes in goes towards helping the community. He would like to schedule brief interviews with each of them to see what types of things the club can help the Lovettsville community with. They will also be including some of the other clubs and organizations in the area in the survey. Mr. Dockum also said he would like to come back and brief the Mayor and Council on the things they have been doing. He thanked the Town for being so supportive of the Lions Club.

Mayor Zoldos thanked Mr. Dockum for all of the things the Lions Club does for the Town. He asked Mr. Dockum to work with the Town Manager on scheduling a presentation in early 2014. Mr. Dockum said he will be scheduling the interviews over the next few months. He added that he will be serving as President of the Lovettsville Lions Club starting in July 2014.

### **Community Presentations**

There were no community presentations.

### **Town Commission and Committee Reports**

#### **A. Lovettsville Planning Commission**

Manager Markel said that the Planning Commission is reviewing the Town's fence height ordinance as requested by the Council.

#### **B. Parks Committee**

Vice Mayor Senate said that the Parks Committee will be meeting next week. Mayor Zoldos gave an update on the recent meeting that was held with representatives from George Mason University at the Quarter Branch Park to discuss ideas for recreational uses of the park. He said they have a lot of good ideas including permanent easels for doing artwork. Their next step is to find a class to take this on as a project.

#### **C. "We're In" Committee**

Councilwoman Carder gave updates on the recent social media brown bag lunch meeting and the next regular "We're In!" Committee meeting.

#### **D. Veterans Day Committee**

Councilman Burden gave an update on preparations for the Veterans Day Ceremony, which will include the dedication of 25 new pavers.

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

There were no changes to the agenda.

### **Minutes**

No minutes were presented.

### **Report from the Treasurer**

There was no report from the Treasurer.

### **Staff Reports**

#### **A. Report from the Project Manager**

There was no report from the Project Manager.

#### **B. Report from the Zoning Administrator**

There was no report from the Zoning Administrator.

#### **C. Report from the Town Attorney**

Manager Markel said that Attorney Whiting was attending a conference. He stated that she has been working on reviewing the easement and right of way acquisition packets for East Broad Way property owners, working with Municode on codifying the Town's ordinances, and following up on issues related to the waste water treatment plant.

D. Report from the Town Manager

Manager Markel presented his report. Councilman McIntyre thanked Mr. Markel for organizing the cleaning out the storage unit and getting everything transferred to the Quarter Branch Park barn. Manager Markel suggested having a ribbon cutting for the barn in the future.

**Action/Discussion Items**

A. Sanitary Sewer Smoke Testing Report

Project Manager Fellers presented this item. She gave a PowerPoint presentation showing how the smoke testing of the sanitary sewer lines was done and discussed the results. Overall, she said there were fewer problems than she expected; however, they were not able to identify the source of the problem that plagues them during long steady rainfalls and causes overflows into the sewer system. Staff will be working with the Town's engineers to correct the deficiencies that were identified as funding is available.

Councilmember Gray said it looked like 17% of the system was tested and he asked if there are other areas in Town where smoke testing should be conducted. Project Manager Fellers said they specifically focused on the older part of Town.

Mayor Zoldos asked when they needed to make a decision on laterals. Project Manager Fellers suggested doing a workshop on both the laterals and grease traps at a later date.

B. Comprehensive Plan Work Plan Update

Manager Markel presented this item. He gave an update on the status of various elements within the Planning Commission Work Program based on the 2011 Comprehensive Plan. Manager Markel suggested that the Council hold a joint meeting with the Planning Commission in early 2014 to discuss priorities. Mayor Zoldos said he concurred with Staff's recommendation to schedule a joint meeting with the Planning Commission.

**Comments from the Mayor and Town Council**

Councilman McIntyre presented Walker Pavilion replicas to former Mayor Elaine Walker and Project Manager Fellers. Mrs. Walker thanked Project Manager Fellers for her diligent work on the pavilion and thanked the Town again for the honor of having the pavilion dedicated in her name. Project Manager Fellers said it was wonderful to see this project go from an idea to reality, and that she has enjoyed seeing people use it. Former Mayor Walker also thanked the Town Manager for all of his work on the pavilion.

Councilman McIntyre suggested they make *Cars* and *The Princess Bride* annual events for Movies on the Green. He recently attended the Virginia Municipal League conference and is excited about tourism and public art opportunities for the Town. He attended the Lions Club dinner to formally thank them for their support for Oktoberfest and was impressed with all of the things they do for the Town. Lastly, he mentioned the upcoming Round Hill Arts Center fundraiser, the proceeds of which will be used for scholarships.

Councilman Gray gave an update on plans for the tree lighting, which is six weeks away.

Vice Mayor Senate said Oktoberfest was fantastic. He will be attending the Lovettsville Volunteer Fire and Rescue banquet on November 2. He thanked everyone for their support while he was ill.

Councilwoman Carder said that Oktoberfest was great. She gave an update on the 81<sup>st</sup> Annual Brunswick Veterans Day Parade and suggested it would be a good opportunity to collaborate with Brunswick to cross-promote each other's events and local businesses. Manager Markel said he had reached out to the "We're In!" Committee members to let them know about the Brunswick event.

Mayor Zoldos reported on the following:

- He and Councilman McIntyre attended the Virginia Municipal League conference on October 14 and 15. They attended sessions about public art and economic development, social media, tourism zones, and mixed-use development.
- The Neighborhood Watch meeting was lightly attended, most likely due to many other things going on around Town.

- There were 30-40 people at the Movie on the Green including one little person in a cardboard car who was awarded the “Lightening McQueen” award.
- The PTO Auction Gala was held at the Lovettsville Elementary School. The new honorary “Mayor for the Day” was selected and he or she will be attending a future Town Council meeting.
- He attended the Equine Rescue League’s Open House.
- He would like to reach out to Jack Waghorn at NVRetail again to discuss mixed-use development at Town Center.
- He will be working on safety precautions for the downtown area in preparation for Halloween trick-or-treating next week.
- The Town Facilities Committee meeting will be next week; however, he has a conflict with the Safe Routes to School Regional Meeting at the Metropolitan Washington Council of Governments.
- The next Town Council meeting will be held at the Lovettsville Elementary School in honor of American Education Week.
- He welcomed Vice Mayor Senate back and said he was glad to hear that he was feeling better.
- He told Councilman Burden that he was looking forward to Veterans Day.

Councilwoman Carder reminded everyone that the Catocin Holiday Art Tour is coming up on November 9 and 10 and she encouraged everyone to attend.

**Closed Session**

Mayor Zoldos announced that the Council would be going into closed session. The time was 8:58 p.m.

**Motion:** I move that the Lovettsville Town Council convene in closed session pursuant to Virginia Code section 2.2-3711A (Attachment 2).

**By:** Vice Mayor Senate

**Second:** Council Member Burden

**Aye:** Council Members Burden, Carder, Gray, McIntyre, and Senate

**Nay:** None

**Abstain:** None

**Absent:** Council Member Allar

The group came out of closed session at 9:31 p.m. All Council Members certified that only public business matters lawfully exempt for the open meeting requirements under the Virginia Freedom of Information Action were discussed.

**Adjournment**

There being no further business before the Council, the meeting was adjourned at 9:31 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: January 16, 2014

Attachments:

1. Motion for Closed Session

# Town of Lovettsville

## VIRGINIA FREEDOM OF INFORMATION ACT

### Resolution: AUTHORIZE CLOSED SESSION

Date: 24 OCT 2013

Time: 8:58 PM

MOTION BY: Mike Senate

I move that the Lovettsville Town Council convene in closed session pursuant to Va. Code section 2.2-3711 A

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals,

3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body,

4. The protection of the privacy of individuals in personal matters not related to public business,

5. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community,

6. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected,

7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; or consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel [For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter],

19. Discussion of plans to protect public safety as it relates to terrorist activity and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such activity or a related threat to public safety; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure,

