

Town of Lovettsville

Town Council Minutes of the Regular Meeting November 20, 2014

Call to Order/Pledge of Allegiance

Mayor Robert Zoldos II called the Regular Meeting of the Lovettsville Town Council to order at 7:00 p.m. on November 20, 2014 at the Lovettsville Elementary School, 49 South Loudoun Street, 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

Staff Present

- Interim Town Manager Samuel Finz
- Town Clerk Harriet West

Pledge of Allegiance

Mayor Zoldos and the Lovettsville Elementary School Chorus led those assembled in the Pledge of Allegiance.

Special Action Item – Proclamation in Support of American Education Week

Vice Mayor Senate read the proclamation aloud. Mayor Zoldos then called for a motion.

- Motion:** I move to accept the American Education Week Proclamation.
By: Council Member Jones
Second: Council Member McIntyre
Aye: Council Members Allar, Carder, Gray, Jones, McIntyre, and Senate
Nay: None
Abstain: None
Absent: None

Mayor Zoldos then signed the proclamation and presented it to Principal Kimberly Forcino.

Special Program in Honor of American Education Week

The Lovettsville Elementary Chorus, under the direction of Ms. Sarah Stillman, performed several songs.

Former Mayor Elaine Walker then presented a \$150 check to Principal Forcino on behalf of the Oktoberfest Committee to be used by the arts department in recognition of the work the students do on the cover of the Oktoberfest booklet. She then presented a \$150 check to Sarah Stillman to be used by the music department in recognition of Ms. Stillman's support of Town events. Councilman McIntyre noted how important the school is to the community and thanked everyone for their involvement with the Town.

Appointment of New Town Manager

Mayor Zoldos called for a motion to appoint the new Town Manager.

- Motion:** I move that the Town Council authorize Mayor Zoldos to sign the Lovettsville Town Manager Employment Agreement and appoint Laszlo Palko as the Town Manager effective December 15, 2014.
By: Vice Mayor Senate
Second: Council Member Jones

Mayor Zoldos read Mr. Palko's bio and introduced him to the audience. Hearing no further discussion,

Mayor Zoldos called for the vote.

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

Mr. Palko thanked the Mayor and Council for the honor to serve as the Town Manager of Lovettsville. He pledged to work tirelessly for the Town and to work with the Mayor and Council to implement their strategies and solutions effectively and efficiently. He also said he would work closely with Town employees to see what the major challenges are and to help develop shared solutions to resolve these issues. He wished everyone a Happy Thanksgiving and thanked everyone for this opportunity. He also thanked Sam Finz, the Interim Town Manager, and said that Mr. Finz has been wonderful to work with throughout the whole process.

Following another performance by the Lovettsville Elementary Chorus, the Council took a brief recess and resumed the regular meeting at 8:05 p.m.

Presentations

A. Lovettsville Cooperative Market Update

Laura Lieberman, Cooperative Market Board Member, gave an update on plans for opening a full service cooperative grocery store in downtown Lovettsville. The Board is looking at more than one location and they hope to have the final site selected by the end of the year. She said most co-ops take four to six years to get up and running and the Lovettsville Cooperative Market is now in their fourth year of the planning and recruitment process. They will have an annual meeting on January 20, 2015 and will provide a full presentation at that time. They are looking to open by late 2015 if all goes well.

Comments from the Public

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

Community Presentations

A. Loudoun County Sheriff's Office

Deputy LoPreto said Oktoberfest went really well. He also reported that there were no crimes in Town over the past month, other than the water theft.

B. Lovettsville Volunteer Fire & Rescue Company

Councilwoman Jones reported that the new ambulance will be in service soon.

C. Lovettsville Community Center

Councilman Gray said he had nothing to report. Councilwoman Allar said the Community Center had recently installed security cameras and all visitors are now required to sign in. Deputy LoPreto said he thought it was probably related to the recent vandalism. He will get more information about this and report back to the Council.

D. Lovettsville Library

Councilman McIntyre reported that the new Branch Manager, Ann Marie Merchant, has started working at the Lovettsville Library and that she will be implementing additional programs and services for teens.

Town Commission and Committee Reports

A. Lovettsville Planning Commission

Commissioner Ciolkosz gave an update on proposed amendment to the residential zoning ordinance.

B. Oktoberfest Committee

Tom Ciolkosz, Oktoberfest Treasurer, presented the financial report for Oktoberfest 2014 and revenue trends over the past several years. He noted that the event has paid for itself for the past four years. Beer sales have accounted for a significant increase in overall revenue since 2012. Site expenses and entertainment expenses account for the biggest increases in costs this past year. Credit card sales increased in 2014 and accounted for 40% of sales. Most of the transactions occur between 2:00 p.m.

and 6:00 p.m. so it's important to have enough support available during those peak hours. He noted that 65% of the revenue comes in on the day of the event, while most of the expenses are incurred prior to the event. Mr. Ciolkosz said they need to have provisions in place to make sure the bills get paid if they ever have to cancel the event due to inclement weather. He anticipates having approximately \$12,000 in reserves for next year, which is about \$5,000 below what they will need to cover expenses up to the day of the festival. Mr. Finz suggested looking into event insurance to protect the Town's investment in case of a disaster.

C. Parks Committee

Vice Mayor Senate gave an update on the Town Information Sign.

D. We're In Committee

Councilwoman Carder reported that the next We're In Committee meeting will be on December 3, 2014 at 6:00 p.m.

E. Wintertainment Extravaganza

Councilman Gray gave an update on plans for this event which will be held on December 5, 2014. Mr. Ciolkosz recommended roping off an area for children in front of the stage.

F. Light Up Lovettsville

Councilwoman Allar discussed the categories and judging for the holiday lighting contest.

G. Berserkle on the Squirkel

Mayor Zoldos reported that the We're In Committee is handling this event.

Additions/Deletions/Modifications to the Agenda

There were no changes.

Minutes

A. July 10, 2014 Regular Meeting

Motion: I move to adopt the minutes of the July 10, 2014 Regular Meeting.

By: Council Member Carder

Second: Council Member Allar

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

Nay: None

Abstain: None

Absent: None

B. October 23, 2014 Regular Meeting and Public Hearing

Motion: I move to approve the minutes from October 23, 2014 for the Regular Meeting and Public Hearing.

By: Vice Mayor Senate

Second: Council Member Jones

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

Nay: None

Abstain: None

Absent: None

Report from the Treasurer

Treasurer Gladstone presented the Financial Report for September 2014.

Motion: I move to accept the September 2014 financial report.

By: Council Member Gray

Second: Council Member Jones

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

Nay: None

Abstain: None

Absent: None

Staff Reports

A. Report from the Project Manager

There was no report.

B. Report from the Zoning Administrator

There was no report.

C. Report from the Town Attorney

There was no report.

D. Report from the Interim Town Manager

Interim Town Manager Finz reported on the water theft from the fire hydrant on Cooper Run Street. The Fire Marshall investigated the complaint and identified the company responsible. The owner has agreed to pay a \$500 fine and to pay for all of the water that was taken out of the hydrant, which was estimated at 3,000 gallons. Mr. Finz also reported that the Town will be receiving a grant from FEMA in the amount of \$4,215 for damage to the waste water treatment plant from Hurricane Sandy. He reminded the Mayor and Council of upcoming meetings in December.

Mr. Finz asked the Mayor and Council to consider conducting a retreat in after the new Town Manager is on board. He said there are some things that should be discussed based on his observations serving as the Interim Town Manager. The Mayor and Council agreed to hold the retreat on January 31, 2015 from 9:00 a.m. to 2:00 p.m.

In response to a question from Mayor Zoldos, Mr. Finz gave an update on the community policing agreement between the Town, the Sheriff's Office, and Loudoun County Government. He said the Town Attorney is working on this and there is a meeting scheduled on December 11, 2014 to discuss this issue.

Action/Discussion Items

B. Availability of Funding – Wintertainment Extravaganza

Mr. Finz said there is sufficient funding in the events budget line item to support Councilman Gray's request of \$500 for this event.

Motion: I move that the Town Council approve an amount not to exceed \$500 for the 2014 Wintertainment Extravaganza and that all of the funds be taken from the events line item.

By: Council Member Gray

Second: Vice Mayor Senate

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

Nay: None

Abstain: None

Absent: None

C. Availability of Funding – Civil War Trail Sign

Mr. Finz said staff has identified funding in the parking lot/trails redress budget line item that will not be used this fiscal year and could be applied towards this request. He noted that this money will otherwise go into reserves to pay down the Town's debt service.

Motion: I move that the Town Council direct staff to work with the Lovettsville Historical Society and the Loudoun County Civil War Sesquicentennial Committee to develop a third Civil War Trail Sign and support the sign's construction with a contribution of \$650 with funding from the parking lot/trails redress line item.

By: Vice Mayor Senate

Second: Council Member Jones

Vice Mayor Senate noted how important the Civil War Trail Signs are to getting Lovettsville on the map and bringing tourism to the Town.

Mayor Zoldos proposed a friendly amendment that the sign be placed on the Town's property at corner of Cooper Run Street and West Broad Way, rather than next to the other sign on the Town Square, if

possible.

In response to a question from Councilman Gray, Ed Spannaus read the proposed wording for the sign. Mr. Spannaus suggested that a directional sign be placed on the Town Square to make the signs easier to locate. He confirmed that the Town's contribution for the other two signs was \$650 each.

In response to a question from Councilman McIntyre about this budget line item, staff confirmed that this funding will not be used this fiscal year for planned improvements to trails at the Quarter Branch Park. Councilman McIntyre said there are other tourism opportunities he would rather spend money on rather than a third sign, especially if the Town's history is still developing.

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

Mayor Zoldos asked the Lovettsville Historical Society to work with Town staff on placement of the sign at the location on Cooper Run Street and West Broad Way.

Discussion Items

Councilwoman Jones gave an update on her concept for developing a grant program for qualified organizations to provide financial assistance to Town residents who need assistance paying their water/sewer bills. Mr. Finz provided further explanation about how such a program would work based on his experience with similar initiatives in other jurisdictions. Mr. Finz said he would work with Councilwoman Jones and bring this back for the Council's consideration as part of the budget process.

Information Items

There were none.

Comments from the Mayor and Town Council

Councilwoman Jones complimented the students on a great performance and welcomed Mr. Palko to the Town.

Councilwoman Allar thanked everyone for their support with Veterans Day. She said 27 pavers were dedicated and there was a huge turnout at the ceremony. She noted many people are coming back year after year to see their pavers.

Councilwoman Carder reported that the business networking group will be meeting the first Thursday of every month at local restaurants. The purpose is for local business owners to get together and network. She also reported that the Greater Brunswick Area Chamber of Commerce sent out invitations to attend the end of year reception as part of the Potomac Partnership. In response to a question from Mayor Zoldos, Councilwoman Carder explained that Joey Hafner is organizing the business networking group and We're In has been invited to participate.

Vice Mayor Senate said they are waiting for quotes for the Town Information Sign.

Councilman Gray reminded everyone about Wintertainmentfest on December 5.

Councilman McIntyre reminded everyone about the upcoming Black & Blue flag football games on the Town Green which will be held on Black Friday, Boxing Day, and Super Bowl Sunday.

Mayor Zoldos wished everyone a Happy Thanksgiving. He thanked everyone for their attendance at the public hearing on the Town Center commercial project and noted that the applicant heard a clear message from the Town. The Mayor said he was contacted by a commercial business about opening a store in Lovettsville and he will be meeting with them next week. He thanked Councilwoman Allar for her work on the Veterans Day Ceremony and he welcomed Mr. Palko to the Town.

Closed Session

There was no closed session.

Adjournment

There being no further business before the Council, the meeting was adjourned at 9:00 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: July 16, 2015

Attachments:
None