

Town of Lovettsville

Town Council Minutes of the March 12, 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 7:34 p.m. on March 12, 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 James McIntyre

Council Members Absent

- Council Member Rodney Gray
- Council Member Jennifer Jones

Pledge of Allegiance

Mayor Zoldos led those assembled in the Pledge of Allegiance.

Staff Present

- Town Manager Laszlo Palko
- Town Attorney Elizabeth Whiting
- Project Manager Karin Fellers
- Zoning Administrator Joshua Bateman
- Town Clerk Harriet West

Mayor Zoldos announced there would be no closed session.

Presentations

A. American Diabetes Association Alert Day

Diane Chang, Diabetes Coordinator for the Lovettsville Lion's, spoke about Diabetes Awareness Day and distributed materials from the American Diabetes Association.

Motion: I move to adopt Resolution 2015-03-0001: Proclamation of March 24, 2015 as the American Diabetes Association Alert Day in the Town of Lovettsville.

By: Vice Mayor Senate

Second: Council Member McIntyre

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

Nay: None

Abstain: None

Absent: Council Members Gray and Jones

The Mayor and Council presented the proclamation to members of the Lion's Club.

Comments from the Public

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

Community Presentations

A. Loudoun County Sheriff's Office

Town Manager Palko said he received an update from Deputy LoPreto that the abandoned vehicle on Black Forest Lane has been ticketed and the Sheriff's Office will be monitoring speeding on Cooper Run Drive.

B. Lovettsville Volunteer Fire and Rescue Company

Elaine Walker reported they are working with the County on the new building and the new ambulance is now in service.

C. Lovettsville Community Center

Mayor Zoldos reported they will be meeting with Community Center staff next week on selecting the Movies on the Green.

D. Lovettsville Library

Councilman McIntyre said they had a great turn out at the library birthday party.

Town Commission and Committee Reports

A. Lovettsville Planning Commission

Commissioner Frank McDonough reported on the work plan for the Comprehensive Plan review.

B. Parks Committee

Vice Mayor Senate said the Garden Club will be giving a presentation on the community gardens.

C. We're In Committee

Councilwoman Carder reported on the business expo, business directory, and website.

D. Volunteer Fest Committee

Mayor Zoldos reported on the next organizational meeting.

E. MayFest Committee

Councilwoman Carder reported on the vendors, sponsors, and new website.

F. Memorial Day Ceremony

Councilwoman Allar reported on the keynote speaker for the event.

G. Oktoberfest Committee

Councilman McIntyre said they are about six months out from Oktoberfest

Additions/Deletions/Modifications to the Agenda

There were no changes to the agenda.

Minutes

No minutes were presented.

Report from the Treasurer

Manager Palko gave the December 2014 Financial Report using the new report format which includes key items for the Council to be aware; current revenues, expenses, and reserve status; projections for the end of the fiscal year; and accounts receivable. He noted the accounts payable section is under development.

Motion: I move to accept the December 2014 Financial Report.
By: Council Member McIntyre
Second: Council Member Allar
Aye: Council Members Allar, Carder, McIntyre, and Senate
Nay: None
Abstain: None
Absent: Council Members Gray and Jones

Staff Reports

A. Report from the Project Manager

Project Manager Fellers reported on upcoming meetings regarding the Town Information Sign and Arbor Day.

B. Report from the Zoning Administrator

Zoning Administrator Bateman reported he anticipates receiving the site development plan for Town Center commercial in March.

C. Report from the Town Attorney

Attorney Whiting said she is working on the code enforcement agreement with Loudoun County.

D. Report from the Town Manager

Manager Palko reported on the following:

- There were some issues at the wastewater treatment plant due to the recent rain and snow melt.
- He would like to schedule a meeting with the Utilities Committee on March 25 to discuss the water and sewer rate study conducted by MFSG and proposed rates for the upcoming budget cycle.
- He has prepared a budget template for each of the events and requested input from the Council Members for their event(s). This will be used as part of the Standard Operating Procedures for the future Events Coordinator.

Action Items

A. Tree Conservation Ordinance Amendment

Zoning Administrator Bateman presented this item. The Council is being asked to amend Chapter 10, Article II ("Tree Conservation") of the Town Code in order to reconstitute the Parks and Environment Board as the "Tree Advisory Board" of the Town of Lovettsville, and to address ambiguities and deficiencies in the Town's public tree planting, maintenance and conservation requirements.

Staff has met with four people who have indicated a willingness to serve on such a board, including two certified arborists who reside here in Town, a member of the Loudoun Tree Stewards who resides just outside of Town, and a resident of Heritage Highlands who has been vocal proponent of planting additional trees and landscaping in her neighborhood. Staff believes this core group of volunteer resident tree "experts" could form the nucleus of a three- to seven-member board appointed by the Mayor and confirmed by a majority of the Town Council.

Motion: I move to authorize staff to draft an amendment to Chapter 10 of the Town Code to reconstitute the Parks and Environment Board as the Tree Advisory Board, and to address ambiguities, deficiencies and inconsistencies in the Tree Conservation Ordinance.

By: Council Member Allar

Second: Council Member Carder

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

Nay: None

Abstain: None

Absent: Council Members Gray and Jones

B. Proposal to Operate Community Gardens at Quarter Branch Park

Project Manager Fellers presented this item. The Council is being asked to consider allowing the Lovettsville Community Garden Club to operate a community garden at the Quarter Branch Park.

Staff drafted a Memorandum of Agreement and met with Molly Haffner from the Garden Club to review the agreement. Molly Haffner said the Garden Club is raising funds for the deer fence and they hope to have the gardens ready in May. The Council discussed the benefits to the community and the number of spaces that would be available.

Motion: I move that Town Council authorize the Mayor or Town Manager to sign the

Community Garden Project Agreement with the Lovettsville Garden Club once in a form acceptable to the Town Attorney.

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

C. FY 2016 Budget and CIP Schedule

Town Manager Palko presented this item. The Council is being asked to consider the Town Manager's proposed FY 2016 Budget and CIP Schedule and to discuss the Town Manager's recommended strategy for analyzing the budget. Manager Palko said he intends to present three budget framework options to the Council based on spending cuts, revenue enhancements, and a mix of both spending cuts and revenue enhancements. He recommends a two-phased approach that includes first selecting a budget framework option then developing the line item budget. Manager Palko then reviewed the proposed FY 2016 Budget and CIP Schedule.

Information Items

There were no information items.

Comments from the Mayor and Town Council

Councilwoman Carder reported on the Have-A-Heart party she recently attended at the Lovettsville Elementary School and the upcoming Cub Scout banquet.

Councilman McIntyre reported that the residents he has spoken to are excited about things going on in the Town.

Mayor Zoldos reported on the following:

- He attended the broadband summit meeting held by Supervisors Higgins and Clarke.
- House Bill 1625, the Town's Charter Amendment bill, passed the House and Senate and is awaiting the Governor's signature.
- He received several text messages over the weekend about "a big boom" that was heard near Town. There were numerous reports about this on Facebook; however, the Sheriff's Office said they did not receive any calls. The Mayor urged everyone to call 911 when they see or hear something unusual.

Closed Session

There was no closed session.

Adjournment

There being no further business before the Council, the meeting was adjourned at 9:36 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: December 10, 2015

Attachments:
None