

Town of Lovettsville

Town Council Minutes of the July 13, 2017 Regular Meeting

Closed Session – Town Council Vacancy

Mayor Zoldos called the meeting to order at 7:02 p.m. The meeting was held at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

Council Members Present

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

Council Members Absent

- Council Member Robert Gentile

Mayor Zoldos noted there is one vacancy on the Council.

Vice Mayor Carder made the following motion:

Motion: I move that the Lovettsville Town Council convene in closed session pursuant to Va. Code section 2.2-3711 A 1 for 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, with regard to the selection of a candidate to fill the unexpired term of former Council Member Jennifer Jones; and thereafter reconvene in open session for action as appropriate.

Second: McIntyre

Aye: McIntyre, Senate, Carder, and Allar

Nay: None

Abstain: None

Absent: Gentile

The Council went into closed session at 7:03 p.m. and reconvened in open session at 7:32 p.m.

Certification of the Closed Session

Mayor Zoldos read the Certification of Closed Session aloud: Do you certify that to the best of your knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting? Council Members McIntyre, Senate, Carder, and Allar certified to the above.

Call to Order/Pledge of Allegiance

Mayor Zoldos called the regular meeting of the Lovettsville Town Council to order at 7:33 p.m. He led those assembled in the Pledge of Allegiance.

Council Members Present

- Mayor Robert Zoldos II
- Council Member James McIntyre
- Council Member Mike Senate
- Vice Mayor Tiffany Carder
- Council Member Kimberly Allar

Council Members Absent

- Council Member Rob Gentile

Mayor Zoldos noted there is one vacancy on the Council.

Staff Present

- Town Clerk Harriet West
- Administrative Specialist Lisa Mullen
- Zoning Administrator Joshua Bateman
- Project Manager Karin Fellers
- Interim Town Manager Samuel Finz

Planning Commission Chairman Frank McDonough was in the audience.

Presentations

There were none.

Comments from the Public

There were none.

Community Presentations

A. Loudoun County Sheriff's Office

Deputy Moats gave his report. He noted a request from the Mayor about the re-assignment of Sheriff's Deputies to Western Loudoun if the County's Project Fairness program is eliminated.

B. Lovettsville Library

Vice Mayor Carder reported on the summer reading program.

Planning Commission Report

Chairman McDonough reported on proposed revisions to the commercial and industrial zones and the upcoming American Planning Association conference.

Committee Reports

- A. Events Committee & Subcommittees – Councilman McIntyre reported on the movies and concerts. Vice Mayor Carder reported on planning for MayFest 2018.
- B. Business & Tourism Committee – No report.
- C. Parks & Beautification – Councilman Senate reported on the bike station.
- D. Infrastructure, Environment & Utilities Committee – No report.
- E. Information Flow Committee – No report.

Monthly Financial Report by Treasurer

There was none.

Town Manager Report

Interim Town Manager Finz reported on obtaining additional financial support through the Virginia Municipal League (VML). Following discussion, Councilman Senate made the following motion:

- Motion:** I move to support the use of FY 17 money to pay for a budget meeting with our accountants and not to exceed \$2,000.
- Second:** McIntyre
- Aye:** McIntyre, Senate, Carder, and Allar
- Nay:** None
- Abstain:** None
- Absent:** Gentile

Mr. Finz continued his report which included modifications to the Town's legal support, code enforcement, the fire station annexation, the additional vehicle for the Utility Department, his upcoming meeting with

VML to review the Town's insurance coverage, funding the reserve accounts, and scheduling the events meeting.

Additions/Deletions/Modifications to the Agenda

Approval of the July 10, 2017 minutes was added to the agenda.

Minutes

A. June 29, 2017

Motion: To accept the minutes of the Town on June 29, 2017 as corrected.
By: Senate
Second: Allar
Aye: McIntyre, Senate, Carder, and Allar
Nay: None
Abstain: None
Absent: Gentile

B. July 6, 2017

Motion: I move to accept the minutes of the July 6, 2017 special meeting as presented.
By: McIntyre
Second: Carder
Aye: McIntyre, Senate, Carder, and Allar
Nay: None
Abstain: None
Absent: Gentile

C. July 10, 2017

Motion: I move to approve the minutes of the July 10, 2017 special meeting.
By: Allar
Second: Carder
Aye: Senate, Carder, and Allar
Nay: None
Abstain: McIntyre
Absent: Gentile

Action Items

A. Approve Interim Town Manager Priorities

Interim Town Manager Finz presented this item. The Council is being asked to approval a list of priorities identified by staff to be completed or initiated in FY 18. He noted one change - that the initiation of the Transportation Master Plan would be moved from "possibly delayed" to "secondary." Vice Mayor Carder made the following motion:

Motion: I move to approve the Interim Town Manager's priorities as he bumped up Transportation Master Plan to secondary and leaving the rest intact.
Second: Senate
Aye: McIntyre, Senate, Carder, and Allar
Nay: None
Abstain: None
Absent: Gentile

B. Approve Sprint/Nextel Lease Extension for Cellular Antennas on the Elevated Water Tank

Town Engineer Fellers presented this item. The Council is being asked to approve renewing the lease agreement with Sprint. Following discussion regarding the annual rental fees, the Council asked staff to compare the Town's rates with other local jurisdictions to ensure they are competitive and to bring this item back to the Council.

C. Drop Box Installation

Interim Town Manager Finz presented this item. The Council is being asked to approve installing a drop box in the parking lot. Councilman McIntyre made the following motion:

Motion: I move that Town Council direct staff to install a drop box behind the museum.
Second: Allar
Aye: McIntyre, Senate, Carder, and Allar
Nay: None
Abstain: None
Absent: Gentile

D. Town Council Appointment

Vice Mayor Carder made the following motion:

Motion: I move to appoint Nate Fontaine to fill the vacancy on the Town Council with a term ending June 30, 2018.
Second: McIntyre
Aye: McIntyre, Senate, Carder, and Allar
Nay: None
Abstain: None
Absent: Gentile

Discussion Items

A. Town Square Master Plan

Planner/Zoning Administrator Bateman presented this item. The Council is being asked to formally refer the applicable Town Square District Master Plan elements to the Planning Commission and Parks Committee for each group to study, collect public input, and make recommendations with respect to preferred concept alternatives. There was no objection from the Council.

B. Combining Parks and Infrastructure Committee

Action on this item was delayed until the Events Retreat in order to look at the structure for all of the Committees.

Information Items

Mayor Zoldos presented an update on the County collection of real estate taxes and vehicle license fees. Staff presented an analysis of the preliminary cost/benefit to the Town.

Interim Town Manager Finz briefed the Council on the North Church Street agreement reached.

Comments from the Mayor and Town Council

Mayor Zoldos report on recent meetings and events. He noted he has not received a response from Supervisor Higgins regarding concerns about the intersection at Lovettsville Road, Milltown Road, and East Broad Way.

Closed Session

None

Adjournment

There being no further business before the Council, the meeting was adjourned at 8:59 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: August 24, 2017

Attachments:
None