

Town of Lovettsville

Town Council

Minutes of Regular Meeting February 28, 2008

Mayor Elaine Walker called the regular monthly meeting of the Lovettsville Town Council to order at 8:05 P.M. on Thursday, February 28, 2008.

Present at Meeting

- Mayor Elaine Walker
- Council Members Richard Efthim, Michelle Engel, Jim McDonough, Jason Miller
- Council Member Robert Zoldos {arrived at 8:50 PM during public comments}
- Town Manager Keith Markel
- Town Treasurer Lance Gladstone
- Town Clerk Judy L. Kromholz

Absent

- Council Member Chris Treptow
- Zoning Administrator Steve McGregor {Excused}
- Town Attorney Liz Whiting

Audience

Commissioner Charlotte Coleman, Gary Hill, Eric Zicht, Ann Hardy, Mack Keister, representatives from Heritage Highlands, Tracey Senate (*Brunswick Citizen*), Howard Williamson (Lovettsville Business Association), Boy Scouts Pearce Cooper (Troop 962) and Jamie Stephens (Troop 711)

Call to Order/Welcome/Pledge of Allegiance/Invocation

Mayor Walker led the assembled in the Pledge of Allegiance.

Loudoun County Sheriff's Office

Loudoun County Deputy Sheriff Lambert presented his monthly report. There were no questions from the Mayor or the Council.

Lovettsville Volunteer Fire and Rescue Company

No representative of the LVFR was present.

Lovettsville Business Association

President Howard Williamson reported on the Business Fair held on February 26. He reported that there was a very good turnout and that the association plans more of these kinds of events in order to familiarize residents with the services available in the community. The next LBA meeting will be on March 25, 2008.

Comments from the Public

Mayor Walker postponed public comment until after the scheduled presentations were made.

Presentations

A. Gary Hill – New Development Concept

Mr. Hill presented a development concept for a 3.62 acre piece of property across from New Town Meadows. This property is currently zoned R-2 and would require rezoning to accommodate this innovative housing concept, Mr. Hill reviewed his design, highlighting the following points:

- The homes would sell for about \$300,000
- They will have a lot more detail and innovative design than the average two story house
- Each house would be about 1400 square feet

Manager Markel stated that he and Mr. Hill had agreed to bring this concept before Council to see if there was any interest and if Council felt Mr. Hill should pursue the project. Manager Markel noted that the Town does not have any zoning definition that would allow this type of development. Council member McDonough stated that he was very favorable towards the ideas presented and that he had brought the issue of affordable housing before the Council in the past. He stated that the density seemed high, but the Council would have to study the issue. Council member Efthim noted that the proposed density is equivalent to town homes and Town citizens have repeatedly expressed their opposition to town homes.

However, he suspects that the opposition was based on style, as well as density, considerations. He expressed concern that the Town will have the utility capacity to deal with the proposed density. Mayor Walker stated that she believed the Town will have the required capacity. Council member Miller stated that we would like to see an environmentally friendly approach, taking this concept one step further. Mr. Hill reported that Eric Zicht from Paeonian Springs is his engineer on this project. Mayor Walker and the Council thanked Mr. Hill for a very good presentation.

B. BB&T Institutional Services Investment Options

Mary Beth Ward of BB&T Institutional Services presented an overview of her bank and its services. She noted that BB&T is the eleventh largest bank in the country, but it allows local entities to remain relatively independent and to operate in reference to their local communities. They would design an investment policy for the Town based on the town's plans and commitments. Council member McDonough asked to see what the bank has done for similar municipalities over the last year. Ms. Ward promised to send this information to the Town. Mayor Walker and the Council thanked Ms. Ward for her presentation.

Comments from the Public

Mayor Walker introduced Boy Scouts Pearce Cooper (Troop 962) and Jamie Stephens (Troop 711).

Howard Williamson stated that he had heard about the Town's meeting with the Post Office and wanted to let the Town government know that our community is excited about getting a post office and wants to see it completed quickly. He has three letters of concern from local business people (Attachment I-A, Attachment I-B contains two emails received directly by the Town on this issue). Mr. Williamson stated that he has heard rumors that the project may be in jeopardy and that he does not want to lose the Lovettsville address. He was told that post office personnel were directed not to participate in the Lovettsville Business Fair by their management. Mr. Williamson reminded the Council that there is a larger constituency than just the citizens of the Town. He stated that he had talked to people from the post office who said that changes to the architectural requirements could delay the project a year or more.

Mr. Mack Keister stated that he had also heard that the Town was delaying the post office. He asked if the Town Council or the Planning Commission had caused the problem.

Mayor Walker read her prepared statement into the record (See Attachment II). She then explained that Manager Markel, at the request of Council, had arranged a meeting with postal officials, the local postmistress, two Council members and the Mayor. This was a round table discussion concerning the plans the post office had already submitted to the Town. Prior to the meeting Town officials and staff had reviewed these plans, done a search for similar post office projects and visited a number of nearby post offices. Mayor Walker stated that she had been under the impression that the meeting had gone very well and been productive. A few days later she received phone calls which led her to understand that there was an email floating around Town that she had not seen. (Attachment III depicts the first receipt of this email by the Town). She stated that today it became ugly when she received phone calls accusing the Mayor of personally not wanting a post office in Lovettsville and of discouraging the project. Mayor Walker said these statements were categorically untrue and that the changes requested at the round table meeting requested the Post Office consider changes to the type and pitch of the roof, the inclusion of regular windows instead of small, cellar-type windows placed high in the structure and white pillars instead of square brick pillars. These changes, and the others requested, were made with reference to the Main Street Revitalization program. The Post Office officials have not voided the current plan. Instead, they have asked the Town to provide justification for its requests that they can take back to their supervisors. Mayor Walker stated that there was no discussion that the Town's postal address would not be Lovettsville. She stated that since she became Mayor in 1990 she has worked diligently with at least five different groups of people to get a new Post Office in Lovettsville. She noted that there was a site at Lovettsville Town Center ready for the Post Office last year and that the post office turned that site down.

Mayor Walker asked Manager Markel to report on the current status of the project. He reported that the subdivision process has already occurred and that the post office has dedicated the land and bonded for the extension of Church Street. No further zoning changes are required by the Town, although the Post Office will have to provide a site plan for review. The Post Office has already provided the Town with 30% drawings which the Town hopes to tweak in order to make the new post office exterior fit in better.

After the meeting the Post Office officials asked for a letter detailing the changes suggested by the Town and that letter has been prepared (Attachment IV).

Mayor Walker polled the Council for comments.

Council member Zoldos stated that the requests made by the Town were not a financial burden on the Post Office. In particular, the Town asked that the Post Office not use large neon signs, the signage requested by the Town is less expensive than the standard. He stated that he felt that the officials present at the meeting left with the intent of honoring the Town's requests where ever possible.

Council member Miller stated that the post office would do what ever they wanted to do; the Town is only asking that the building fit into the community since it will be a prominent feature of the downtown area a long time.

Council member McDonough stated that he had attended the meeting in question and that the meeting was the result of months of effort on the Town's part to get the Post Office to tell the Town what it was planning. He noted that, for two decades, the Town has been clear about what it wanted the downtown area to look like and he himself was concerned that the post office building would be an albatross. This building will be the cornerstone for the largest commercial area in Town. Council member McDonough also noted that at no point during the meeting did the Post Office officials say that anything the Town requested would have to go back to Washington.

Council member Engel stated her disappointment that this happened in this way and that she was disappointed in the quick activation of the Town's rumor mill.

Mayor Walker asked for any further comments from the public. There were none.

Additions/Deletions/Modifications to the Agenda

The Timmons Group proposal for the Master Transportation and Streetscape Plan was added as an Action Item.

Approval of Town Council Minutes

A. Reconvened Regular Meeting – August 30, 2007

Motion: To approve the minutes of the reconvened Regular Town Council Meeting of August 30, 2007 as revised.
By: Council Member McDonough
Second: Council Member Efthim
Aye: Council Members Zoldos, Efthim, Engel, McDonough, Miller
Nay: None
Abstain: None
Absent: Council Member Treptow

B. Regular Meeting – September 20, 2007

Motion: To approve the minutes of the Regular Town Council Meeting of September 20, 2007 as revised.
By: Council Member McDonough
Second: Council Member Miller
Aye: Council Members Zoldos, Efthim, Engel, McDonough, Miller
Nay: None
Abstain: None
Absent: Council Member Treptow

C. Regular Meeting – October 25, 2007

Motion: To approve the minutes of the Regular Town Council Meeting of October 25, 2007 as revised.
By: Council Member McDonough
Second: Council Member Efthim
Aye: Council Members Zoldos, Efthim, Engel, McDonough, Miller
Nay: None
Abstain: None
Absent: Council Member Treptow

D. Joint Public Hearing – January 9, 2008

Motion: To approve the minutes of the Joint Public Hearing of January 9, 2008 as revised.
By: Council Member McDonough
Second: Council Member Engel
Aye: Council Members Zoldos, Efthim, Engel, McDonough, Miller

Nay: None
Abstain: None
Absent: Council Member Treptow

Report from the Treasurer

A. Financial Report - November 2007

Treasurer Gladstone presented his written report. Council member McDonough questioned the water bill for the Town Green. Manager Markel responded that it was astronomical because Elm Street Development was controlling the sprinklers, not the Town. He reassured Council that the problem had already been addressed and would not recur.

Motion: To accept the November 2007 Report from the Treasurer.
By: Council Member McDonough
Second: Council Member Efthim
Aye: Council Members Zoldos, Efthim, Engel, McDonough, Miller
Nay: None
Abstain: None
Absent: Council Member Treptow

Staff Reports

A. Report from the Zoning Administrator

Manager Markel stated that he had excused Administrator McGregor from this meeting because he had no items on the agenda. Manager Markel reported that the Sign Committee had a productive meeting earlier in the week.

B. Report from the Town Attorney

The Town Attorney was not present.

C. Report from the Town Manager

Manager Markel requested that his report be presented at the end of the meeting.

Action Items

A. Master Transportation and Streetscape Plan

Manager Markel presented the proposal from the Timmons Group. He stated that it is a very lean proposal and staff recommends approval. Council member Zoldos asked if Attorney Whiting had reviewed the proposal and Manager Markel stated that this was a proposal, Attorney Whiting would review the contract.

Motion: To authorize Manager Markel to move forward with this contract and authorize a \$5,000 contingency fund over the \$40,000 stated expense. Additionally, authorize the Mayor to sign the resulting contract after Attorney Whiting has reviewed and approved it.
By: Council Member Zoldos
Second: Council Member Efthim
Aye: Council Members Zoldos, Efthim, Engel, McDonough, Miller
Nay: None
Abstain: None
Absent: Council Member Treptow

Manager Markel stated that Project Manager Feller's will manage this contract.

Discussion Items

A. Lovettsville Community Park - Town Project Options

Manager Markel reported that he and Mayor Walker had attended a meeting with the County on February 27, 2008 and there had been a good dialog concerning the Town's involvement in the Park planning process. The County agreed that work can begin on development of a trail linking the Community Center and the Elementary School. They suggested that the Town apply the existing allocation to the engineering work necessary for this trail which will probably be the only ADA compliant, paved trail in the complex. Mayor Walker noted that this project goes hand in hand with the crosswalk she has requested from VDOT. Council member McDonough asked if insurance considerations will limit use of the trail. Manager Markel stated that this question had been addressed and that the County would cover the trail, dawn to dusk, under its existing insurance policies. Mayor Walker and Manager Markel had discussed storing the stones from the North Church Street spring house on the park property and the County was in basic agreement but wanted a time commitment from the Town. Council member Zoldos suggested a year and Manager Markel will ask for that amount of time for the storage. The County was not receptive to rebuilding the Spring House in the Park.

Manager Markel also reported that the Timmons Group is ready to schedule the stake holders meetings for the Streetscape project and asked the council members to consider how active they want to be in this process.

Manager Markel reported that additional Wastewater Treatment Plant diagnostic work had been done and the problem is still a quandary with a variety of suggested possible solutions. R. Stuart Royer will prepare a statement of justification, at no cost to the Town, for changing the 90 degree bends to 45 degree bends and adding additional valves. Council member Zoldos asked if the Town could speak to the company that did this work originally, even though they are no longer in business. Council member McDonough suggested speaking to Attorney Whiting about the Town's available alternatives. Council member Zoldos noted that Royer was the original engineer and the Town might want to contact a different firm to do the analysis. Manager Markel reported that Project Manager Fellers had discussed the problem with some other engineering firms and they had all come up with different possibilities, but no solutions. The Council members all agreed that Attorney Whiting should be involved in the process in order to determine what, if any, remedies are available to the Town.

B. Budget & CIP Parameters

Manager Markel asked the Council for any thoughts, ideas or programs they want or do not want included in next years' budget. Council member McDonough noted that staffing is at planned levels and requested that the status of all of the CIP projects be evaluated. He suggested that the Treasurer might benefit from that addition of some clerical help, allowing him time to perform more analytical work.

Information Items

Manager Markel stated that the letter to the post office will be mailed tomorrow and that any suggested changes must be received by tomorrow morning. Council member Zoldos and Mayor Walker said that the draft memo was very well done.

Comments from the Mayor and Town Council

Council member Zoldos reported that a Pancake Breakfast benefiting the Breast Cancer Walk will be held at the Lovettsville Volunteer Fire and Rescue Company this coming Saturday morning.

Mayor Walker reported the following:

1. The Western Loudoun Artists Studio Tour is scheduled for June 21-22, 2008. The tour will include 30 artists who live year round in Loudoun County.
2. She attended the Chamber of Commerce luncheon and received the new member directory.
3. She has provided Town Hall with a copy of the School Board budget.
4. She participated in the ribbon cutting at the Franklins Park Arts Center and stated that this is a fantastic facility.
5. She reported that Loudoun Street and Broad Way are back on VDOT's Six-Year Plan.
6. She has been asked to write a letter of support for Inova Loudoun for the transfer of rehabilitation beds to the Cornwall facility.
7. She noted that the deadline for filing in the municipal election is Tuesday, March 4, 2008. She noted that Council members Treptow, Miller, and McDonough are up for reelection and announced that she will be running for Mayor.

Comments from the Public

Howard Williamson reported that the Lovettsville Business Association is doing some walks down Broad Way and stated that he will provide the Timmons Group with the resulting information. He also stated that he does not understand why the development of the Park cannot move forward more quickly.

Motion to Move into Executive Session

The following motion was made at 10:37 P.M.

- Motion:** That the Lovettsville Town Council convene in Closed Session pursuant to Va. Code section 2.2-3711 A 1 for the purpose of discussing the performance of particular public officers, appointees or employees, and thereafter reconvene in open session for action as appropriate.
- By:** Council Member McDonough
- Second:** Council Member Miller
- Aye:** Council Members Zoldos, Efthim, Engel, McDonough, Miller
- Nay:** None
- Abstain:** None
- Absent:** Council member Treptow

As recorded by Manager Markel at 11:02 PM (Attachment V):

When polled as to whether (i) only public matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting, the following members stated "Aye:" Zoldos, Miller, Efthim, McDonough, Engel.

Respectfully submitted,


Judy L. Kromholz, Town Clerk

Date Approved: May 29, 2008

- Attachment I-A: Letters of concern regarding the Post office from: Karen Wild (Lovettsville Bed and Breakfast), Gloria Westerman (Loudoun Wireless), and Ayala Sherbow (Greater Goods) as submitted by Howard Williamson (Lovettsville Business Association)
- Attachment I-B: Emails received by the Town from Jimmy Gonzalez dated February 27, 2008 and from Christyna Hunter dated February 28, 2008
- Attachment II: Mayor Walker's Statement about the Post Office
- Attachment III: Email from Tracey Senate to Jimmy Gonzalez dated February 27, 2008 containing original email from Tracey Senate dated February 26, 2008.
- Attachment IV: Letter from Manager Markel to Anthony J. Zircher, PE dated February 27, 2008.
- Attachment V: Record of Motions to Convene and End Closed Session

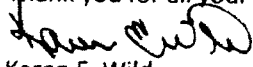
Attachment 1A

To the Town Council,

The need for more room in our post office is crucial. Being the wife of an ex-postman, I can totally understand that need. With all the new homes and buildings in place it is definitely crowded and the postal workers are overworked because of the sheer amounts of mail that have to be worked in the smaller spaces. Have you looked inside the back of the old post office? I know how long it took to get approval from postal officials to get the go-ahead for building a new post office. We're talking years, folks.

I, for one, am all about keeping our town looking like everything blends in with the feel of the old town, and I understand how hard you have all worked to keep it that way. I, too, have worked very hard with our bed and breakfast; building it so it doesn't stick out and say new building!!! But at the same time I feel that the need of this facility is more important and badly needed. Use a little imagination, don't worry too much about the materials they are using. Perhaps we can suggest something on the outside of the post office with the landscaping; put some antique-looking items beside the front doors. Find something that helps the new post office identify with the Town, to keep from drawing attention to the building itself. I know that these things seem like simple ideas, but please try a compromise of some kind that will keep the postal officials from just pulling out of our town. I am sure you already have, but bend just a little bit more. This is not a building that is for pure profit. This is a needed and expected service in our town and if they go elsewhere I think a big part of our small town will be missing. Let's face it; we don't have that many conveniences here as it is. And this one is a big one in more ways than one.

Thank you for all your hard work,



Karen E. Wild

Lovettsville Bed and Breakfast

38 South Loudoun ST

Lovettsville, VA 20180

540-822-4225



Thursday, February 28, 2008

Gloria Westerman, Owner
Loudoun Wireless, LLC
PO Box 44
Lovettsville, VA 20180

Town of Lovettsville
6 East Pennsylvania Avenue
Lovettsville, VA 20180

Dear, Madame Mayor, Council Members and Town Officials,

I apologize that I can not be here personally to offer this statement and ask that you recognize this letter on my behalf.

I am looking forward to the building of our much needed post office that will be located between the 7/11 and BB&T. As a business owner, I recognize how critical an efficient, local post office is to the smooth and effective running of my business as well as for the identity of its location. Our current Post Office has been running a full scale operation in a bare bones facility and to their great credit has made this hardship appear seamless. I understand that Town Representatives and U.S. Post Office officials met last week to review the building project and current plans and that modifications were suggested by the Town. The introduction of modifications and requests by our Town will, at the least, lengthen the project timeline, create more strain on our overtaxed Post Office and increase costs and resources. While funding and congressional support are available it would be advantageous to move this project forward now. I encourage you to fully cooperate with the Post Office officials and their plans so we can continue this project in a timely manner.

Thank you for your time this evening and for the work you do on behalf of our Town and citizens.

Sincerely,

Gloria Westerman



February 28, 2008

Lovettsville Town Council
Lovettsville, VA 20180

Dear Council Members:

As a retail business owner in Lovettsville, I am **extremely** concerned that there is even a remote possibility that we would lose our local town post office.

It is a challenge for all of us that operate businesses out of storefronts in Lovettsville to generate enough walk-in traffic to sustain business. Losing our post office would give local residents one less reason to shop, eat, run errands in town. If they have to drive out of town to handle postal errands, they might as well do everything else out of town at the same time!

One of the things that makes Lovettsville a charming place to live and work is the sense of "place" that a small town evokes. Having our own post office contributes to this sense of place immeasurably. Additionally, we have so few local conveniences and services – it would be a terrible shame to lose this one.

I cannot overstate how concerned I am about this – both as a town resident and a local business owner. I urge the town to do **everything possible** to cooperate with postal officials in order to prevent the loss of our post office. The need to keep our own post office **significantly** out weighs any possible logistical or aesthetic concerns about a new building.

Sincerely,

Ayala Sherbow, Owner
Greater Goods
1 South Loudoun St.
Lovettsville, VA 20180 540-822-5173

Home:
13085 Orrison Road
Lovettsville, VA 540-822-4653



Town of Lovettsville <toflovettsville@gmail.com>

[Spam] Save our Post Office

Gonzalez, Jimmy <JIMMY.GONZALEZ@saic.com>
To: Clerk@townoflovettsville.com

Wed, Feb 27, 2008 at 3:14 PM

Dear Mayor Walker and Council Members:

My wife and I can't attend the Town Council Meeting. So we are sending this email to ask that you do whatever it takes to save our Post Office.

I received an email that said the United States Postal Service has voided their current plans and will now have to go back to the US Federal Government for approval because of the town government's demand for different materials and different requirements for the building.

Please remove these demands, and any other impediments, to make sure a new post office is built in Lovettsville.

Thank you in advance for your favorable consideration.

Sincerely yours,

Jimmy and Jean Gonzalez

39342 Tollhouse Road

Lovettsville, VA 20180-1814

Keith Markel

From: support@townoflovettsville.com
Sent: Thursday, February 28, 2008 8:06 AM
To: kmarkel@townoflovettsville.com
Subject: Form Submission

A user has filled in the Contact Us form on your website at 2/28/2008 8:05:56 AM

E-mail	christynamhunter@yahoo.com
Name	Christyna Hunter
Message	I have been a Lovettsville resident and PO Box holder for almost 9 years. I can't attend this evening's town council meeting, but please pass the word that I would like to keep the post office here in Lovettsville. Thank you. Sincerely, Christyna Hunter 12 E. Broad Way, Apt. #3 P.O. Box 36 Lovettsville, VA 20180

STATEMENT ABOUT THE POST OFFICE

I feel it is necessary for me to make an official statement regarding some erroneous information that is out on the "airways". Earlier this week, I received a telephone call telling me that information regarding the Post Office was being E-mailed to citizens in our Town and Community. I will read that E-mail for the record: "Due to pressures from the Town government for different materials and different requirements for the building, the United States Postal Service has voided their current plans and will now have to go back to the US Federal Government to have these changes approved. This may trigger the Federal Government build a regional post office elsewhere and our mailing addresses would no longer be "Lovettsville". We'll have to drive to that location (wherever it may be) to buy stamps, mail packages, etc. Please pass this along to everyone you know and attend the Town Council Meeting this Thursday (28 Feb) at 8:00 PM. The meeting opens with an opportunity for public comment and it's at this time that you should voice your opinion. We must get the town to remove these demands and let our post office be built. Regards, Tracey Senate."

(1) The Town has never imposed different materials and different requirements for the building - we have only made suggestions as to how the building COULD look, such as pitch of roof, kind of roof (for instance standing seam metal roof instead of plain ordinary shingles, and at the very least, architectural shingles instead of plain ones, if they cannot justify the metal roof), regular windows, instead of the small windows that were to be located near the top of the walls, white pillars instead of square brick columns, to make the building look less institutionalized. These are just some of the suggestions that came from our discussions, and they were made with the Main Street Revitalization Project in mind. This is the first new building to be build in this Commercial area, and will be very visible from Broad Way. We know what we get will be here for a very long time. That is the sole reason for getting together to exchange ideas. We all learned a lot from the meeting regarding regulations and standards of the US Postal Services, and I hope they appreciated how much we care about the "look" of our very special Town.

(2) The US Postal Service has NOT voided their current plans. The representatives have asked for justification for the changes: EX: Standing seam metal roofs—are there others in the area? The Town was asked to

provide pictures, etc. that show colors of brick, roof lines, roof materials, etc. in order that they can take this information back to their superiors for approval.

(3) The statement from one of the Postal representatives regarding a Regional Facility came at a time when he may have felt we were asking for too many changes, and he said this probably would be one of the last Post Offices to be built, since automation was now their center of discussion. They seem to be concentrating on building large warehouse-type buildings, where the carriers report to each morning to sort mail and go out on their routes.

(4) I do not recall any discussion, whatsoever, that our address would no longer be "Lovettsville".

To Continue: I received a call early this morning, asking me about the Post Office. This person was left a message saying "the Mayor does not want a Post Office", and other comments. WRONG! I want all of you to know that since 1990 when I became Mayor, I have worked diligently with probably five different groups of individuals, (Postal Officials and landowners) through these years, to get a new Post Office for Lovettsville. The studies from each of these groups took months, and the end result never materialized for reasons of funding, Katrina, price of property, location, determination of demographics, etc. I am aware of the conditions of the current facility, and I know they need a new location, and have always supported a new facility. As late as last summer, we thought the Post Office would be located in Town Center. This location was approved and ready for construction. At the last minute, a new location was suggested to them. That is the Engle land. They have had to go through the subdivision process, and have now submitted their plans. This is what we are currently working on. I won't take the time to tell you the difference in the preparation of the two locations, but again, if you want the facts, please ask. If some have heard the remarks made in our meeting by a Councilmember, I have no control over what others say. I just know that I have always favored a new Post Office, and I very much support this one.

It is shameful that perception, interpretation, and just plain lies can override truth and fact.

Attachment III



Town of Lovettsville <toflovettsville@gmail.com>

[Spam] Re: Urgent: Post Office in Lovettsville in Jeopardy!

Tracey Senate <tracey10712@msn.com>

Wed, Feb 27, 2008 at 7:51 AM

To: "Gonzalez, Jimmy" <JIMMY.GONZALEZ@saic.com>, Judy Kromholz <Clerk@townoflovettsville.com>

Jimmy -

You can send an email to the town office and address it to Mayor Walker and Town Council.

Clerk@TownofLovettsville.com

I believe Mayor Walker has an email address but I don't know what it is and I couldn't find it on the town web page.

Tracey

----- Original Message -----

From: Gonzalez, Jimmy

To: Tracey Senate

Sent: 02/26/2008 6:59 PM

Subject: RE: Urgent: Post Office in Lovettsville in Jeopardy!

Tracey,

I can't attend the Town Council Meeting. Is there any other way I can let the town council know that I want our post office to remain in Lovettsville?

Jimmy

-----Original Message-----

From: Tracey Senate [mailto:tracey10712@msn.com]

Sent: Tuesday, February 26, 2008 12:56 PM

To: jkbergel@aol.com; bergelforschoolboard@loudounwireless.com; rberka@ktdengineers.com; Barbara.bramhall@letsdish.net; ffdawg88@yahoo.com; Cangemi5@aol.com; jdcacamp@yahoo.com; rcollins@conferencecenter.com; karencooper@mris.com; dotsonh@yahoo.com; melkon1@msn.com; john@johnpflannery.com; jgesa@nvcc.edu; kjgray@vipboarding.com; ehockman@imgdoctors.com; johnrhockman@aol.com; richsup12@yahoo.com; GonetoGroundFarm@aol.com; Keisterh@aol.com; kirkcm@wildblue.net; coyote1752@gmail.com; LeMieuxRay@aol.com; broadband4me@verizon.net; patrmar@msn.com; brlrcrcharlie@msn.com; Lmoten0816@aol.com; bmungo@loudounwireless.com; ocoand45@yahoo.com; airddesigns@mac.com; falcon52889@yahoo.com; mdldrobbins@msn.com; Ryanclanva@verizon.net; ayala.sherbow@gmail.com; barb_stitt@yahoo.com; robert.dailey@mirant.com

Subject: Urgent: Post Office in Lovettsville in Jeopardy!

Due to pressures from the Town government for different materials and different requirements for the building, the United States Postal Service has voided their current plans and will now have to go back to the US Federal Government to have these changes approved. This may trigger the

Federal Government to build a regional post office elsewhere and our mailing addresses would no longer be "Lovettsville". We'll have to drive to that location (wherever it may be) to buy stamps, mail packages, etc.

Please pass this along to everyone you know and attend the Town Council Meeting this Thursday (28 Feb) at 8:00 PM. The meeting opens with an opportunity for public comment and it's at this time that you should voice your opinion.

We must get the town to remove these demands and let our post office be built.

Regards,
Tracey Senate

Town of Lovettsville

February 29, 2008

Anthony J. Zircher PE
Eastern Facilities Service Office Domicile
United State Postal Service
P.O. Box 27497
Greensboro, NC 27498-1103

Dear Mr. Zircher:

I wanted to thank you again for coming to Lovettsville last week to meet with the Mayor and members of the Town Council. All of us understand the urgent need for a new Post Office facility in Lovettsville. We support your project and want the Post Office to be constructed as soon as possible. Because the Post Office is such a significant addition to a small town, and because we know this facility will be used for many years to come, the Mayor and Town Council want to make sure they do what they can to encourage a structure that will not only serve the needs of the Postal Service, but be an attractive building for the community.

The structure that the United States Postal Service (USPS) currently plans to construct on the site is functional, but some modifications could help the building better meld with the current and future developments in the Town. At the meeting you attended last week in Lovettsville, the Mayor and Council brought up several architectural deviations that they hoped the USPS would consider. As you requested, I have developed this letter to help explain the Town's justification for such modifications.

Background

The Town of Lovettsville is a small community in northwestern Loudoun County. Although Loudoun County is one of the most affluent and fastest growing counties in the nation, Lovettsville has retained its modest small town character. The Town was originally settled by German immigrants in the mid 1700s and prospered as a small agrarian based community. Many early structures and family names still can be found in Town. Preservation of the Town's history and character is important.

Like so many other communities in northern Virginia, Lovettsville has seen a surge of new development over the past several years. Demands for public services, including those provided by the USPS have increase dramatically. The Town has embraced this growth, but has been committed to sensible development that enhances the quality of life for those who call Lovettsville home. The most significant development to be approved by the Town is the creation of the Lovettsville Town Center (Exhibit 14). This development will be a mixture of residential and commercial uses. The development's commercial component will be along the new Town Square (West Broad Way and South Berlin Pike).

The German Settlement

Suggested Modifications to the Post Office Building Design

Roof:

Current USPS plans call for an asphalt shingle roof with a 4:12 pitch. The Town asks that this be amended to allow construction of a standing-seam metal roof at a steeper pitch (8:12). The attached addendum shows several examples of both new and old construction in Town with metal roofs (Exhibits 1-8). The Town feels that a steeper pitch would make the facility look less industrial in appearance and more in keeping with other local buildings. Because this proposed roof will be a basic rectangle in shape, the Town further suggests adding faux shed dormers on the roof to break up the large surface area. If USPS budget constraints do not allow for the metal roof, the Town would suggest at a minimum, a 30 year architectural asphalt shingle.

Walls & Windows:

The Town appreciates the use of brick as a wall facing material. The Town would ask that an historic brick style and color be selected to blend this structure with the existing historic brick structures throughout the Town (Exhibits 7 & 8).

The Town does not suggest any modification to the proposed windows, and understands that for security reasons the Post Office would like to keep the windows in the main work area small and elevated. To avoid having large unattractive expanses of wall on the north and west side of the building it is suggested that a false blocked-in window pattern be created under each of the elevated windows. This design can be achieved by modifying the way the facing brick is set. The blocked-in window effect can give the appearance of an older building and helps to add contrast to an otherwise boring wall elevation. Several examples of bricked-in windows can be found in Lovettsville and surrounding communities (Exhibits 11 & 12).

Entryways:

The current Post Office plan calls for square brick columns at the main and side entrance to the building. The Town would ask that these square columns be replaced with round, white columns with a simple Doric design. Examples of this can be found at both the Post Office and County Court complex in Leesburg (Exhibits 9 & 10). The structure above the columns could be made from the proposed brick and supported by metal beams, or this area could be wood frame with a plaster or siding finish.

It appears that the side entrance is out of scale with the side of the building. The Town would suggest that this entrance portico be enlarged to add architectural interest to the south side of the building. An increased roof on this portico would help break up the roof mass of the elevation facing Broad Way, the main street through the historic downtown.

Signage:

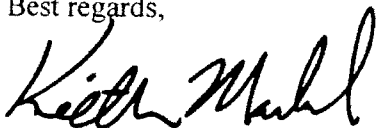
The proposed signage on the plans calls for three independent internally lit plastic signs mounted to the gable end of the front portico. The Town would much prefer simple channel letters in this location without the standard USPS branded logo. The nearby Post Office in the village of Bluemont, Virginia is an example of this design.

Additional signage could be provided on a monument sign out in front of the building along North Church Street.

Conclusion

I hope this letter and attached photographic examples clearly illustrate the suggestions of the Mayor and Town Council. Please let me know if you have any comments or questions. All of us are looking forward to the new Post Office. These suggestions are not meant to be an impediment to the construction of this facility, but rather, a way to help make this essential service for the community best fit into the Town's architectural landscape.

Best regards,

A handwritten signature in black ink that reads "Keith Markel". The signature is written in a cursive, flowing style.

Keith Markel
Town Manager

Attachment: Design/Architectural Examples

Town of Lovettsville

Motion to Convene a Closed Session

Date and Time: 02/28/08 10:50 P.M.

Motion: That the Lovettsville Town Council convene in Closed Session pursuant to Va. Code section 2-2-3711 A 1 for the purpose of discussing the performance of particular public officers, appointees or employees, and thereafter reconvene in open session for action as appropriate.

Made By: J. McDONOUGH

Seconded By: B. ZOLDOS II

Aye: B. ZOLDOS, J. MILLER, R. EFTHIM, J. McDONOUGH,

Nay: NONE M. ENGEL

Abstain: NONE

Absent: C. TREPTON

Vote Recorded by: KEITH MARKEL, TOWN MANAGER

End of Closed Session

Date and Time: 02/28/08 11:02 P.M.

When polled as to whether (i) only public matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting, the following members stated "Aye:"

List Council members stating "Aye":

B. ZOLDOS, J. MILLER, R. EFTHIM, J. McDONOUGH,
M. ENGEL

Statement Recorded by: KEITH MARKEL, TOWN MANAGER