

Town of Lovettsville

Town Council Minutes of Regular Meeting November 15, 2012

Call to Order/Pledge of Allegiance

Mayor Robert Zoldos called the regular meeting of the Lovettsville Town Council to order at 7:04 PM on Thursday, November 15, 2012 at the Lovettsville Elementary School, 49 South Loudoun Street, Lovettsville, Virginia.

Present at Meeting

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

Staff

- Town Manager Keith Markel
- Town Attorney Elizabeth Whiting
- Zoning Administrator Melissa Hynes
- Town Clerk Harriet West

Absent

- None

Pledge of Allegiance

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

Special Program in Honor of American Education Week

Mayor Zoldos welcomed everyone in attendance. The Lovettsville Elementary School Chorus, under the direction of Ms. Sarah Stillman, performed several songs.

Special Action Item – Proclamation in Support of American Education Week

Mayor Zoldos explained American Education Week and the Council Members each read a section of the proclamation aloud. The Mayor asked for a motion.

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

Mayor Zoldos presented the proclamation to Principal Forcino. Principal Forcino thanked the Mayor and Town Council for their support and she thanked the children and parents for attending the meeting.

Comments from the Public

There were no comments from the public.

Community Presentations

A. Loudoun County Sheriff's Office

Deputy Sheriff Anthony Cooper gave his report. There were no questions from the Council.

B. Lovettsville Volunteer Fire and Rescue Company

No report was presented.

C. Lovettsville Community Center

No report was presented.

D. Lovettsville Library

Amanda Liss gave her report. There were no questions from the Council.

Town Commission and Committee Reports

A. Lovettsville Planning Commission

No report was presented.

B. Parks Committee

Vice Mayor Senate reported that the Parks Committee will be meeting to select colors for the Pavilion, which they hope to have built before MayFest. They are also working on the design for the Quarter Branch Park Maintenance Facility and the layout for the park.

C. We're In

Council Member Carder said We're In will be having a business mixer at the Mad Horse Brew Pub on Friday and the next formal meeting will be held on November 27.

D. Light Up Lovettsville

Council Member Allar distributed a flyer with information about Light Up Lovettsville and gave an update on judging and prizes.

E. Town Tree Lighting

Council Member Gray gave an update on plans for the Town Tree Lighting, which will be held on Friday, December 7.

F. Berserckle in the Squirckle

Mayor Zoldos gave an update on the new logo for the event.

G. MayFest Committee

Council Member Carder said the first MayFest Committee meeting is scheduled for the week of December 10 and that she has already gotten interest from several vendors and bands.

H. Oktoberfest Committee

Council Member McIntyre said they are in the process of closing out the financial records for Oktoberfest but it looks like they will have cleared approximately \$9,000 after expenses.

I. Veterans Day Ceremony

Council Member Burden said there were approximately 200 attendees at the Veterans Day Ceremony and that everything worked out well. Mayor Zoldos said he received many compliments about the event.

Additions/Deletions/Modifications to the Agenda

Mayor Zoldos added the following items to the agenda:

D. Generators

E. Water and Sewer Rate Study

Approval of Town Council Minutes

A. Town Council Public Hearing and Regular Meeting – October 11, 2012

Motion: I move to approve the minutes of the October 11, 2012 Town Council Public Hearing and Regular Meeting as amended.
By: Council Member Senate
Second: Council Member Gray
Aye: Council Members Allar, Burden, Carder, Gray, McIntyre, and Senate
Nay: None
Abstain: None
Absent: None

Report from the Treasurer

No report was presented.

Staff Reports

A. Report from the Project Manager

There were no questions from the Council regarding the Project Manager report dated November 9, 2012. Manager Markel noted that the elevated water tank is back online. Mayor Zoldos said that he, Council Member Burden, and Planning Commissioners Gentile and Quinta will be attending the tour of the Town's water and sewer facilities next month.

B. Report from the Zoning Administrator

Zoning Administrator Hynes gave her report for October 2012. There were no questions from the Council.

C. Report from the Town Attorney

There was no formal report from the Town Attorney.

D. Report from the Town Manager

Manager Markel gave his report. He noted that Loudoun Water did a great job maintaining the Town's water/sewer treatment facility during the recent storm. He announced that Melissa Hynes will be working for the Town full time.

Action/Discussion Items

A. Sprint Antenna Conditional Use Permit

Zoning Administrator Hynes presented this item. Council is being asked to consider a request by Sprint, for approval of a new Conditional Use Permit to Section 3-3 (c)(xi) of the Lovettsville Zoning Ordinance, to allow for the installation of wireless communications equipment as a conditionally permitted use. The parcel is located at 14A Quarter Branch Road. The Town Council Public Hearing for LVCU 2012-0004 is scheduled for December 8, 2012. In preparation for the public hearing, Staff addressed questions from Council Members regarding microwave interference, stress limitations, proper installation of the equipment, painting, and the availability of new slots on the tank.

B. Digital Council Packet Tools

Manager Markel presented this item. Council is being asked to consider transitioning to using electronic tablets to receive and review Town Council packets and communications. There was support among the Council Members for transitioning to a digital format; however, Council decided to form an ad-hoc committee to look into some the issues that had come up during the discussion including the use of personal equipment and costs. Councilman Burden asked about establishing the rules of the committee. Mayor Zoldos said this would be done at the first meeting.

Motion: I move that Town Council establish an Information Flow Committee to include Mayor Zoldos and Council Members McIntyre and Senate.
By: Council Member McIntyre
Second: Council Member Gray

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

C. Tree City USA Application

Zoning Administrator Hynes presented this item. Council is being asked to consider adopting a Lovettsville Tree Conservation Ordinance in order to meet one of the four requirements necessary in applying to become a member of Tree City USA. Following discussion, Council directed Staff to add this item to the agenda for December 8, 2012 to give them more time to review the materials.

D. Generators

The Mayor and the Council discussed authorizing the Town Manager to negotiate purchasing surplus equipment, including a pump, air compressor, and two generators.

Motion: To authorize the Town Manager to negotiate with the owner of the equipment to purchase those devices, if still available, for \$6K or less; which is the cost of the largest generator.
By: Council Member Senate
Second: Council Member Carder

Councilman Burden said it is not clear if the largest generator will meet the Town's needs.

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

E. Rate Study

Manager Markel said the deadline for submitting proposals for the water/sewer rate study is November 16, 2012. The Town has received two proposals so far and the cost estimates are in the \$18,000 to \$25,000 range. The next step is to form a Selection Committee and schedule a meeting to review the proposals. Mayor Zoldos and Council Members Gray and Burden volunteered to serve on the Selection Committee and the meeting was scheduled for December 8, 2012.

Information Items

No information items were presented.

Comments from the Mayor and Town Council

Councilman Burden said that he and Council Member Allar had been sworn into office earlier that day.

Councilman McIntyre congratulated Council Members Burden and Allar on their recent election. He heard many good things about the Veterans Day Ceremony. He said there was a great turnout for the Catocin Holiday Art Tour.

Mayor Zoldos reported on the following:

- The Town recently referred two potential tenants for the second-floor of the Town Center to the developer; however, the lease costs have now increased substantially so this may not be a solution to finding tenants for the second-floor space.
- He attended four of the stops on the Catocin Holiday Art Tour. He would like to explore how to make this more of a Town sponsored event next year.
- The Kissmet Spa Ribbon Cutting and Open House was held on November 5.
- He thanked Melissa Hynes for coming on board full-time. He explained that her time will be allocated between zoning administration, tourism, and business development.
- The County will be conducting a community input meeting on November 29 at 7:30 PM regarding options for renovations to the Lovettsville Community Center.
- He attended the retired teacher luncheon at the Lovettsville Elementary School on November 11.

- Gary Lowry will be taking over as the new owner of the Mini Mart. December 1 is the tentative opening date.
- Residents can now sign up for Lovettsville specific events through Alert Loudoun.
- The Inova Hospital facility in Town is still not open.
- The Veterans Day Ceremony was spectacular.
- He was contacted by representatives from the Game Club about conducting an event in April so that residents can learn about all of the volunteer events at one time.
- Woodgrove High School will be conducting a craft fair/market place on November 18.
- Lovettsville Stop Hunger Now needs volunteers for their meal packaging event on December 1.
- Christkindlmarkt will be held on November 24 and 25.

Closed Session

There was no Closed Session.

Adjournment

There being no further business before the Council, the meeting was adjourned at 9:30 PM.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: January 10, 2013

Attachments:
None