



OCCOQUAN TOWN COUNCIL
Regular Meeting Minutes
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, March 5, 2019
7:00 p.m.

Present: Mayor Earnie Porta, Vice Mayor Pat Sivigny, Councilmembers Cindy Fithian and Eliot Perkins.

Absent: Councilmember Matthew Dawson and Laurie Holloway

Staff: Kathleen Leidich, Town Manager; Christopher Coon, Town Clerk; Martin Crim, Town Attorney; Ned Marshall, Assistant Town Engineer; Adam Linn, Chief of Police; Julie Little, Events and Community Development Director

1. Call to Order

Mayor Porta called the meeting to order at 8:11 p.m.

2. Citizens Time

Brenda Seefeldt, 309 Commerce Street, stated that a resident requested to plant flowers in Mamie Davis and Ms. Seefeldt asked if the Town is no longer accepting volunteers and replacing them with paid employees.

3. Mayor Porta asked for unanimous consent to move Regular Business items up on the agenda; no Council objection.

8C. Request to Appoint Business Owner Member to Architectural Review Board

Councilmember Perkins moved to appoint Ryan Dillard as business owner member on the Architectural Review Board, effective March 5, 2019 until his term expires on March 5, 2022.

A motion was made by Councilmember Perkins, seconded by Councilmember Fithian. Motion passed, unanimous by voice vote.

8D. Request to Appoint Member to Planning Commission

Councilmember Perkins moved to appoint Darryl Hawkins to the Planning Commission, effective March 5, 2019 until his term expires on March 5, 2023.

A motion was made by Councilmember Perkins, seconded by Councilmember Fithian. Motion passed, unanimous by voice vote.

8B. Request to Adopt Amendments to Special Use Permit Section 157.123 (Setback Regulations) and Section 157.124 (Height Regulations).

Vice Mayor Sivigny moved that the Council adopt the proposed amendments to Section 157.123 Setback Regulations and Section 157.124 Heights Regulations, after due consideration pursuant to section 157.267 of the Town of Occoquan Zoning Code.

A motion was made by Vice Mayor Sivigny, seconded by Councilmember Fithian. Result of Roll Call Vote: Ayes: Councilmember Perkins, Fithian, and Vice Mayor Sivigny. Nays: None. Motion passed unanimous.

8A. Request to Adopt Amendments to Section 157.010- Home Occupation Certificate.

Councilmember Fithian moved that the Council adopt the proposed amendments to Section 157.010-Home Occupation Certificate as reflected in **Draft A** of the ordinance, pursuant to section 157.267 of the Town of Occoquan Zoning Code with the amendments that Section A be stricken, the last sentence of Section D be stricken, and the reference to 10:00 AM in Section E be changed to 10:00 PM. Also Section E will become the new Section A, Section F will become the new Section E, and Section G will become the new Section F.

A motion was made by Councilmember Fithian, seconded by Councilmember Perkins. Result of roll call vote: Ayes: Councilmember Perkins, Fithian, and Vice Mayor Sivigny. Nays: None. Motion passed unanimous.

4. Approval of Minutes

February 5, 2019 Regular Meeting Minutes deferred until the next Regular Meeting.

Vice Mayor Sivigny moved to approve the minutes of February 19, 2019 Work Session Meeting.

A motion was made by Vice Mayor Sivigny, seconded by Councilmember Perkins that the minutes of February 19, 2019 be approved. Motion passed, unanimous.

5. Mayor Porta asked for unanimous consent to move the ARB Report and Chief of Police Report up on the agenda; no Council objection.

7. Staff Reports

7G. Boards and Commission: Chairperson Seefeldt reported that the ARB met without action items.

Councilmember Perkins inquired about sign enforcement from the ARB. Ms. Seefeldt indicated that the ARB has no enforcement power and that those notices of violation are required to come from the Town.

Councilmember Fithian inquired about how to assist with sign violation enforcement. Ms. Leidich stated that residents, business owners, or staff need to submit complaints and that information is sent to the Zoning Administrator for letters to be sent to those in violation.

6. Mayor's Report

Mayor Porta reported he attended the viewing and funeral of Prince William County Supervisor Jenkins, as well as, the funeral for John Harper a previous member of the Prince William County School Board. He met with Ms. Brand from Quantico Marine Base regarding a studying being conducted on community perception on safety. He attended the 50th anniversary of Action in the Community through Service (ACTS). He gave a presentation

and answered questions about things in and about the Town of Occoquan to the Lake Ridge R.O.M.E.O. Organization. Mayor Porta reported that Vernon Dawson, Councilmember Dawson's father, who had passed away, will have a service at 11 a.m. followed by a celebration of life at Madigans.

7F. Chief of Police

Chief Linn provided a report as part of the meeting agenda and reported he attended the Quantico Chief's inauguration. He also stated at a future meeting there would be an action item that pertained to the Public Safety of Occoquan. He stated that it was in regards to passing an ordinance to collect \$5 per traffic summons for the purpose of electronic ticketing.

Mayor Porta inquired about Town policy for officer safety of stopping individuals in the travel lanes on Route 123. Chief Linn stated that it is the practice to have safe traffic stops and to move them off Route 123, when possible.

7. Councilmember Report

Councilmember Fithian thanked Town Staff for replacing the Dog Bags in River Mill Park.

Vice Mayor Sivigny thanked Town Staff for repairing the mirror that assists individuals turning from Poplar Alley onto Union Street.

7A. Town Attorney: Mr. Crim reported that everything he has been working on was on the agenda. No questions were received.

7B. Town Engineer: The Town Engineer's report was submitted as part of the meeting agenda.

Councilmember Perkins requested that Town Staff to exhaust every avenue to try and speed up getting the intersections installed in Town.

Councilmember Fithian inquired about having larger signs for "free public parking". Councilmember Perkins stated that exact recommendation was provided to Town Council several meetings prior in the Parking and Traffic Study recommendations and encouraged her to review that document.

7C. Building Official: The Building Official's report was submitted as part of the meeting agenda. No questions were received.

7D. Town Manager: The Manager's report was submitted as part of the meeting agenda.

Councilmember Perkins inquired about the Tanyard Hill sidewalk. Mayor Porta reported that this is a sidewalk to connect the end of the Prince William County Greenway Trail to the Historic District in Town. Prince William County has indicated they believe VDOT will assist in creating the sidewalk for pedestrian safety. This would also address some stormwater issues in that area of town. Town Staff will be working to get everything required to keep this project moving.

Councilmember Fithian inquired whether the ARB will be involved in the Visitor Center Kiosk design. Ms. Leidich reported that Prince William County is working on a draft of the design and that design will be taken to the ARB for review and comment.

Mayor Porta inquired if we can reach out to LRPRA and VDOT about the erosion of trees along Tanyard Hill. Ms. Leidich stated she would make a note to discuss with those organizations.

7E. Town Treasurer: The Treasurer's report was submitted as part of the meeting agenda. No questions were received.

7G. Boards and Commissions: Councilmember Perkins reported the Planning Commission has been working on a Beautification Project for the Town and something will be in front of Town Council at the April meeting.

9. Closed Session

Vice Mayor Sivigny moved that the Council convene in closed session to discuss the following as permitted by the Virginia Code Section 2.2-3711(A)(3), a matter involving acquisition of real property for public purpose. Councilmember Fithian seconded. Ayes: all, by voice vote. Closed session began at 9:15 p.m.

The Council came out of closed session at 9:54 p.m. Vice Mayor Sivigny moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. Councilmember Fithian seconded. Result of roll call vote: Ayes: Vice Mayor Sivigny, Councilmembers Fithian, Holloway, and Perkins. Nays: None.

10. Adjournment

The meeting was adjourned at 9:57 p.m.



Christopher Coon
Town Clerk