



**OCCOQUAN TOWN COUNCIL**  
**Meeting Minutes**  
**Town Hall – 314 Mill Street, Occoquan, VA 22125**  
**Tuesday, April 6, 2021**  
**7:00 p.m.**

**Present:** Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Krys Bienia, Cindy Fithian, Laurie Holloway, and Eliot Perkins

**Staff:** Kirstyn Jovanovich, Town Manager/Interim Town Clerk; Manuel Casillas, Town Treasurer; Julie Little, Events and Community Development Director (remotely); Martin Crim, Town Attorney (remotely); Bruce Reese, Town Engineer (remotely), Sara Fila, Town Zoning Administrator (remotely)

**1. CALL TO ORDER**

Mayor Porta called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. CITIZENS TIME**

No one spoke at Citizens Time.

**4. REGULAR BUSINESS – Request to Approve SP-2021-02, 203 Union Street/208 Poplar Alley Site Plan**

Mayor Porta asked for unanimous consent to move up on the agenda the request to approve SP-2021-02, 203 Union Street/208 Poplar Alley Site Plan. There being no objection the item was moved up on the agenda.

Town Zoning Administrator, Sara Fila briefly reviewed the site plan, noting that it had been approved earlier in the evening by the Planning Commission. Vice Mayor Loges read and filed a Conflicts of Interests Act Declaration on the matter.

**Vice Mayor Loges moved approval. Councilmember Fithian seconded.**

**Ayes: Vice Mayor Loges, Councilmember Bienia, Councilmember Fithian, Councilmember Holloway and Councilmember Perkins, by roll call vote.**

**Nays: None.**

**5. SPECIAL PRESENTATION**

Paolo Belita from the Prince William County Department of Transportation gave a brief presentation on the long-term plans under consideration for improvements to the intersection of Route 123 and Old Bridge Road. Four options are currently being studied. It is expected that when implemented these improvements will reduce the commuter traffic through the Town of Occoquan. After his presentation Mr. Belita addressed questions posed by the Town Council.

## 6. CONSENT AGENDA

- a. **March 16, 2021 Meeting Minutes**
- b. **March 30, 2021 Meeting Minutes**
- c. **Request to Adopt Arbor Day 2021 Proclamation**

**Councilmember Perkins moved approval of the items on the Consent Agenda. Councilmember Holloway seconded. Motion passed unanimously by voice vote.**

## 7. MAYOR'S REPORT

Mayor Porta reported that (a) on March 24 he participated in a virtual town hall on the Occoquan River Crossing project planned by Fairfax Water and PWCSA, which will install new water transmission lines below the river, (b) on April 3 he emceed with Ms. Little the Facebook Live announcement of the winners of the annual Occoquan Community Peeps contest, (c) on April 6 he participated in honoring VFW Post 7916, which has been selected by the national VFW as post of the month, and (d) he is planning on inviting several local officials to the kayak/canoe ramp dedication.

Mayor Porta also announced that Town Manager, Kirstyn Jovanovich, recently received the designation "Credential Manager (CM)" from the International City/County Management Association (ICMA), which is the leading association of managers who serve local governments. The Council congratulated her.

## 8. COUNCILMEMBER REPORTS

There were no reports by Councilmembers.

## 9. BOARDS AND COMMISSIONS

Councilmember Perkins reported that the Planning Commission was continuing to focus on updating the Comprehensive Plan, including by familiarizing members with projects planned for the surrounding area, including the proposed AlpineX project in Fairfax County and the North Woodbridge town center project. Mayor Porta indicated that with the Council assent he would invite individuals associated with those projects, as well as with the nearby Laurel Hill projects, to make presentations before the Town Council.

ARB Chair Brenda Seefeldt reported on the most recent ARB meeting, noting that they approved two items.

## 9. ADMINISTRATIVE REPORTS

### a. **Town Manager**

The meeting agenda included a written report from the Town Manager. Mayor Porta asked a question about the definition of custodial arrests as reported in the Police Department report. Several council members asked about the status of plans for a daytime storage rack near the kayak/canoe ramp. Ms. Jovanovich noted that at a prior meeting the Council had agreed to allow staff to time to evaluate use for a portion of the season before choosing and installing a rack.

**b. Town Treasurer's Report**

Ms. Jovanovich provided a written Treasurer's report. Mayor Porta noted that revenues and expenses appear to be tracking expectations. There were no questions.

**c. Town Attorney**

The Town Attorney presented a written report. There were no questions.

**10. REGULAR BUSINESS -- FY2022 Proposed Budget Update – General Fund**

Ms. Jovanovich provided a brief update on the proposed budget for FY 2022, noting that she had reduced any necessary transfer from reserves in accordance with prior direction from the Town Council.

**11. CLOSED SESSION**

**Vice Mayor Loges moved that the Council convene in closed session to discuss as permitted by Virginia Code § 2.2-3711(A)(1) a personnel matter involving appointment of specific public officers, appointees, or employees of the Town; specifically dealing with boards and commissions. Seconded by Councilmember Perkins. Motion passed unanimously by voice vote.**

The Council went into closed session at 7:46 p.m.

The Council came out of closed session at 8:17 p.m.

**Vice Mayor Loges moved to 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 in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Seconded by Councilmember Fithian.**

**Ayes: Vice Mayor Loges, Councilmember Bienia, Councilmember Fithian, Councilmember Holloway and Councilmember Perkins, by roll call vote.**

**Nays: None.**

**12. ADJOURNMENT**

The meeting was adjourned at 8:18 p.m.

  
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Interim Town Clerk