



## OCCOQUAN TOWN COUNCIL

### Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, November 3, 2021

7:00 p.m.

- Present:** Mayor Earnie Porta; Councilmembers Krys Bienia, Cindy Fithian, Laurie Holloway and Eliot Perkins
- Absent:** Vice Mayor Jenn Loges
- Staff:** Kirstyn Jovanovich, Town Manager; Martin Crim, Town Attorney (remotely); Adam Linn, Chief of Police; Manuel Casillas, Town Treasurer; Julie Little, Events Director; Michele White, Town Clerk

### 1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:06 p.m. Mayor Porta asked the Town Clerk to note that Vice Mayor Loges is in the hospital and could not attend the meeting.

### 2. PLEDGE OF ALLEGIANCE

### 3. CITIZENS' TIME

Ms. Pam Konwin, 313 Mill Street, asked if the Town's Administrative Reports could be provided to the public in advance. Mayor Porta stated that the Administrative Report is included in the Council agenda packet, which is delivered electronically to the Council and public on the Friday before the meeting and is available on the town's website.

Ms. Konwin expressed her sadness regarding the recent passing of former Councilmember Jim Walbert.

### 4. CONSENT AGENDA

- a. October 19, 2021 Meeting Minutes
- b. Request to Adopt a Resolution to Set the Schedule of Regular Town Council Meetings for Calendar Year 2022
- c. Request to Cancel November 16, 2021 Town Council Meeting
- d. Request to Set Public Hearing Date for Amendments to Town Code § 157.304 (B)(12) Regarding Illuminated Signs
- e. Request to Set Public Hearing Date for Amendments to Town Code § 157.121 to Permit Residential Use By-Right in One Story Buildings Fronting Commerce and Ellicott Streets in the B-1 Zoning District
- f. Request to Set Public Hearing Date for Amendments Relating to Land Development Process
- g. Request to Set Public Hearing Date for Comprehensive Plan Update

Councilmember Holloway moved approval of the Consent Agenda. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

## 5. MAYOR'S REPORT

Mayor Porta reported the following:

- On October 9, he attended and spoke at the Patriot Cruise and Salute at Prince William Marina.
- On October 15, he emceed with Dr. Bienia at the monthly Trivia Night in River Mill Park.
- On October 16, he thanked volunteers for participating in the FOTO River Cleanup event.
- On October 21, he organized this year's Leadership Prince William's History and Government Day and he thanked Ms. Jovanovich for again participating as a panelist.
- On October 22, he kicked off the Town's first Karaoke Night in River Mill Park.
- On October 27, he participated in the Ribbon Cutting for the new Town business, "It's Your Day."
- On October 28, he helped with the construction of the Haunted Maze.
- On October 30, he participated in the Halloween Costume Parade and Contest with Councilmembers Perkins and Bienia and staffed the Haunted Maze with Councilmembers Holloway and Bienia.

Mayor Porta reported that the upcoming change in control of the Virginia House of Delegates means that the Town's Delegate will no longer be the Chair of the House of Delegates Appropriations Committee, which may have some implications for the sediment removal funds the Town planned to seek from the State.

Mayor Porta indicated that he is making a plea with folks in the historic district to remove political signs at least through the holiday season that ends with New Year's Day.

Last, Mayor Porta noted that he has received permission from Lewes Lights (a group in Lewes, Delaware) to use photos from their website for the Occoquan Lights program he is working on in collaboration with Town staff.

## 6. COUNCILMEMBER REPORTS

Councilmember Perkins enjoyed Halloween and mentioned the dedication of the volunteers and family members of Patriot Scuba in the annual construction of the Haunted Maze.

Councilmember Fithian said she had a good time in the scary maze to benefit Patriots for Disabled Divers and that she participated in the FOTO (Friends of The Occoquan) clean up.

Councilmember Holloway stated that the Town had good communications in the work up to the tidal flooding event and as a result everyone was prepared.

Councilmember Bienia thanked Events Director Julie Little for her continued efforts.

Mayor Porta thanked fellow Town Councilmembers for the responsible manner in which they reacted to the “warnings” about the possibility of a terrorist threat in the northern Virginia area.

## **7. BOARDS AND COMMISSIONS REPORTS**

Councilmember Fithian reported that the Architectural Review Board (ARB) met on Tuesday, October 26; four Exterior Elevation Applications were approved. The ARB also approved the revised Exterior Elevations Application.

Councilmember Perkins reported that the Planning Commission met on Wednesday, October 27. Councilmember Perkins stated that the Commission is working through the Comprehensive Plan update and noted Commissioner Somma’s work in assisting with the update. In addition, Councilmember Perkins noted that the Commission is also working on a Community Plan as an addendum to the Comprehensive Plan, which will be fundamental in shaping how Occoquan looks. Councilmember Perkins also reported that the Commission is working to invite representatives of Alpine X, Woodbridge North Town Center and Belmont Bay to conduct presentations at future Planning Commission meetings.

## **8. ADMINISTRATIVE REPORTS**

### **a. Administrative Report**

Ms. Jovanovich provided a written report as part of the agenda packet. Ms. Jovanovich noted that an Administrative Assistant has been hired and will start on November 9.

Mayor Porta suggested setting a specific net revenue target of \$60,000 for future Fall Craft Shows. Councilmember Holloway thanked staff for moving the Musselman tree to town property. Councilmember Fithian appreciates the replacement of the River Mill Park benches.

### **b. Town Treasurer Report**

Mr. Casillas provided a written report as part of the agenda packet.

Mayor Porta commented on the Profit and Loss Income Statement. He also asked if ARPA funds are located in the VIP investment pool and the Town Manager replied that they are.

### **c. Town Attorney**

Mr. Crim provided a written report as part of the agenda packet. Mayor Porta asked about the appointment of the BZA (Board of Zoning Appeals) members. The Town Attorney stated that he has not heard back from Court on these appointments.

## **9. REGULAR BUSINESS**

There were no items scheduled.

Councilmember Holloway inquired about the status of striping Tanyard Hill Road and "blocking the box" at Route 123 and Commerce Street. The Town Manager stated that she is continuing to work with VDOT on these issues.

**10. CLOSED SESSION**

No items scheduled.

**11. ADJOURNMENT**

The meeting was adjourned at 7:48 p.m.



---

Michele L. White, Town Clerk