



# OCCOQUAN TOWN COUNCIL

## Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, August 2, 2022

7:00 p.m.

**Present:** Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Laurie Holloway, Robert Love, and Eliot Perkins

**Absent:** Councilmember Cindy Fithian

**Staff:** Kirstyn Jovanovich, Town Manager; Adam Linn, Chief of Police; Manual Casillas, Town Treasurer; Philip Auville, Town Clerk; Julie Little, Events Director; Matt Whitmoyer, Management Fellow

### 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 during citizen's time.

### 4. CONSENT AGENDA

#### a. Request to Approve July 19, 2022 Meeting Minutes

**Councilmember Perkins moved approval of the Consent Agenda. Vice Mayor Loges seconded. Motion passed unanimously by voice vote.**

### 5. MAYOR'S REPORT

Mayor Porta reported the following:

- On July 20, he attended a dedication ceremony for the bench at the kayak launch provided by the Woodbridge Women's Club.

He also wished to publicly thank Occoquan District Supervisor Kenny Boddye who he had contacted regarding a regulatory difficulty that a town business was experiencing with a county agency. Supervisor Boddye responded promptly, and that same day worked out a solution between the agency and the town business.

### 6. COUNCILMEMBER REPORTS

Mayor Porta noted that if there are any damages from the recent paving work to let the Town Manager know so that they can be submitted to the contractor's claims department.

Vice Mayor Loges acknowledged National Night Out.

### 7. BOARDS AND COMMISSIONS

Councilmember Perkins reported that the Planning Commission met on July 26 and held a

public hearing on the draft solar facilities ordinance. He noted that the Planning Commission deferred action on this item to their next meeting and asked staff to update the proposed ordinance to reflect the Planning Commission's discussion and public feedback received during the public hearing. In addition, he noted that the Woodbridge Town Center zoning update has been approved and construction will occur within five to ten years in multiple phases.

## 8. ADMINISTRATIVE REPORTS

### a. Administrative Report

Ms. Jovanovich provided a written report as part of the agenda packet and responded to brief questions from the Council.

Mayor Porta confirmed the date for the Town Hall rededication ceremony as August 13, 2022.

Mayor Porta noted that the ABC permit for the Sip & Stroll has been approved.

### b. Town Treasurer's Report

Mr. Casillas provided a written report as part of the agenda packet. Mr. Casillas responded to brief questions from the Town Council.

### c. Town Attorney Report

A written report was included in the agenda packet. There were no questions.

## 9. PUBLIC HEARING

### a. Public Hearing on Zoning Text Amendments to add Definitions to Town Code § 157.008 and to add a Section Numbered § 157.013 Generally Relating to Solar Facilities

Mayor Porta opened the public hearing at 7:20 p.m. Mayor Porta invited the public to speak. One resident, Walt Seiberling, spoke.

Councilmember Perkins advised that the Planning Commission held a public hearing on the proposed ordinance at their July meeting, but deferred action until their next meeting and directed staff to revise the draft ordinance based on public comment and Planning Commission discussion.

The Town Council discussed the proposed ordinance and Mayor Porta recommended leaving the public hearing open until their next regular meeting or until the Planning Commission takes action on providing a recommendation to Town Council.

Mayor Porta asked for unanimous consent to continue the public hearing to their next regular meeting. Without objection the public hearing was continued.

## 10. REGULAR BUSINESS

### a. Request to Approve the McKenzie Drive Sidewalk Project and Set a Not-To-Exceed Amount

Vice Mayor Loges moved approval of the McKenzie Drive Sidewalk project and

appropriate SLFRF Funds for a not-to-exceed amount of \$140,000 and further moved to authorize the Town Manager to obtain bids and award a contract for project construction. Councilmember Holloway seconded. Motion passed unanimously by voice vote.

## 11. CLOSED SESSION

Vice Mayor Loges moved that the Council convene in closed session to discuss the following as permitted by Virginia Code § 2.2-3711 (A)(1), a personnel matter involving: assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the Town Manager. Councilmember Perkins seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 7:41 p.m.

The Council came out of closed session at 8:52 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 Love. The motion passed unanimously by roll call vote.

**Ayes:** Vice Mayor Loges, Councilmember Holloway, Councilmember Love, Councilmember Perkins

**Nays:** None

## 12. BUSINESS AFTER CLOSED SESSION

### a. Acceptance of Resignation of Town Manager

Councilmember Holloway moved acceptance of the resignation of the Town Manager Kirstyn Jovanovich effective close of business September 26, 2022. Councilmember Love seconded. The motion passed unanimously by voice vote.

### b. Resolution Appointing Adam Linn Interim Town Manager

Vice Mayor Loges moved to appoint Adam Linn Interim Town Manager effective immediately during any absence of the Town Manager. Councilmember Perkins seconded. The motion passed unanimously by roll call vote.

**Ayes:** Vice Mayor Loges, Councilmember Love, Councilmember Perkins, Councilmember Holloway

**Nays:** None

## 13. ADJOURNMENT

The meeting was adjourned at 8:57 p.m.



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Philip Auville, Town Clerk