



# OCCOQUAN TOWN COUNCIL

## Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, June 20, 2023

7:00 p.m.

**Present:** Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Nancy Freeborne Brinton (remotely), Theo Daubresse, and Eliot Perkins

**Absent:** Councilmember Cindy Fithian

**Staff:** Adam Linn, Town Manager / Chief of Police; Philip Auville, Town Clerk; Matt Whitmoyer, Deputy Town Manager; Julie Little, Events Director; Manuel Casillas, Town Treasurer; Jason Forman, Deputy Chief of Police

### 1. CALL TO ORDER

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

As a result of personal matters, Councilmember Freeborne Brinton attended remotely from Saginaw, MI.

Mayor Porta asked for unanimous consent to add to the agenda Citizens' Time. There being no objection, the item was added to the agenda.

### 2. CITIZENS' TIME

One person, Brain Roman, spoke regarding his temporary position as the Town Prosecutor for the month of June.

### 3. CONSENT AGENDA

#### a. June 06, 2023, Meeting Minutes

**Councilmember Perkins moved to approve the Consent Agenda. Councilmember Freeborne Brinton seconded. Motion passed unanimously by voice vote.**

### 4. REGULAR BUSINESS

#### a. Request to Approve Purchase and Loan for Replacement Public Safety Vehicles

**Vice Mayor Loges moved to authorize the Town to purchase and equip two 2023 Ford Hybrid Police utility vehicles and enter into a lease purchase agreement, with terms not to exceed 5.5 years and a maximum annual lease payment of \$18,000 per year with the Town owning the vehicles at the end of the lease term. Councilmember Perkins seconded. Motion passed unanimously by roll call vote.**

**Ayes:** Vice Mayor Loges, Councilmember Daubresse, Councilmember Freeborne Brinton, Councilmember Perkins

**Nays:** None

**b. Request to Name the 19<sup>th</sup> Century Corps of Army Engineers Dike in the Occoquan River**

The Town Council went over the names that were submitted during the naming competition at the 2023 RiverFest. The Town Council narrowed the list of names down to the following three to be voted on at the next council meeting: Heron's Hideaway, Heron's Haven, and Boater's Bane.

**5. DISCUSSION ITEMS****a. Status of SLFRF / CIP Expenditures**

Mr. Whitmoyer presented and discussed the spending plan of the SLFRF and the CIP expenditures and project timelines.

**b. Potential Parking and Shuttle Solutions**

Mr. Whitmoyer presented shuttle bus solutions to alleviate parking issues in the Business District.

The Town Council discussed the potential shuttle option and decided on the following: For Town Staff to come back to Council with a Contract with the shuttle bus service at the July meeting, have a start date after the Labor Day Weekend, and to change the start time to 12 p.m.

**c. Decibel-based Noise Ordinance**

Mr. Linn discussed modifying Town Code Section 92.01 through 92.07 regarding noise by changing the current "plainly audible" criteria to a more objective decibel criterion. Mr. Linn explained that the Town Police are not able to effectively enforce noise levels without a decibel reader. The Ordinance would be based off what Prince William County has in place to keep enforcement in line with the County as well as match the draft noise ordinance originally proposed by the planning commission.

After discussion, the Council directed staff to purchase a decibel reader and to work with Vice Mayor Loges on determining acceptable decibels based on the Prince William County ordinance as well as actual reading from noise around the Town. Staff was further directed to draft an ordinance based on the proposed decibel levels for Council to consider.

**d. Update on Mill House Museum Expansion Architectural Design**

Mayor Porta reported that there are no updates on the Mill House Museum Expansion Architecture Design.

**6. 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, discipling, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the Temporary Town Prosecutor and the Town Manager. Councilmember Daubresse seconded. Motion passed unanimously by voice vote.**

**The Council went into closed session at 7:55 p.m.**

**The Council came out of closed session at 8:14 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 Perkins. The motion passed unanimously by roll call vote.**

**Ayes:** Vice Mayor Loges, Councilmember Daubresse, Councilmember Freeborne Brinton,  
Councilmember Perkins

**Nays:** None

## 7. ADJOURNMENT

The meeting was adjourned at 8:16 p.m.



---

Philip Auville, Town Clerk