



TOWN COUNCIL – REGULAR MEETING

Monday, November 04, 2024 at 7:00 PM

Council Chambers – 15000 Washington St., STE 100 Haymarket, VA 20169

<http://www.townofhaymarket.org/>

DRAFT MINUTES

I. CALL TO ORDER

A Regular Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7 PM.

Mayor Kenneth Luersen called the meeting to order.

PRESENT

Councilmember Alexander Beyene
Mayor Ken Luersen
Vice Mayor Tracylynn Pater
Councilmember Mary Ramirez

ABSENT

Councilmember Matthew Gallagher
Councilmember Joe Pasanello
Councilmember Marchant Schneider

II. PLEDGE OF ALLEGIANCE

Mayor Luersen invited everyone to stand for the Pledge of Allegiance.

III. INVOCATION: Rev. Sean Rousseau - St. Paul's Episcopal Church

Mayor Luersen invited Reverend Sean Rousseau from St. Paul's Episcopal Church to give the evening's invocation.

IV. BUSINESS SPOTLIGHT - DUCK DONUTS: Marylee Tuniki, Manager

Mayor Luersen invited Marylee Tuniki, owner of Haymarket's new Duck Donuts franchise, to the podium for the evening's business spotlight. Mrs. Tuniki shared a little about herself and how she went from an administrative assistant for a Prince William County principal to a business owner and why she decided to make Haymarket her home. She stated that she bonded with families in the Haymarket community which made her decision easy from her experience of the tight knit community here. She also shared that she is familiar with organizations like the Haymarket Food Pantry and Carried To Full Term. She thanked the Town Council for the opportunity to share her business with them.

V. CITIZENS TIME

There were no citizens present wishing to address the Town Council at this evening's meeting.

VI. CONSENT AGENDA

Mayor Luersen asked if anyone would like to pull items off of the Consent Agenda. Councilmember Ramirez asked to pull the Community Relations Liaison Report.

Vice Mayor moved that the Haymarket Town Council adopt Consent Agenda Items A;1-3, B:1-5 and C:1-2,4-5. Councilmember Ramirez seconded the motion. The motion carried.

**Motion made by Vice Mayor Pater, Seconded by Councilmember Ramirez.
Voting Yea: Councilmember Beyene, Vice Mayor Pater, Councilmember Ramirez**

After Councilmember Ramirez presented her report, Vice Mayor Pater moved to adopt Consent Agenda Item C:3. Councilmember Ramirez seconded the motion. The motion carried.

**Motion made by Vice Mayor Pater, Seconded by Councilmember Ramirez.
Voting Yea: Councilmember Beyene, Vice Mayor Pater, Councilmember Ramirez**

A. Minute Approval

1. Mayor and Council: Work Session – September 30, 2024
2. Mayor and Council: Regular Meeting – October 7, 2024
3. Mayor and Council: Strategic Planning Retreat - October 28, 2024

B. Department Reports

1. Town Administration Report
2. Town Treasurer Report
3. Police Chief Report
4. Town Engineer Report
5. Town Attorney Report

C. Liaison Reports

1. Finance Liaison Report
2. Business Liaison Report
3. Community Relations Liaison Report
4. Planning Commission Liaison Report
5. Architectural Review Board Liaison Report

3. Community Relations Liaison Report

Councilmember Ramirez apologized that her report was not in the agenda. She shared that she was busy hosting the Youth in Government program for middle school students. Councilmember Ramirez shared that the program was an exciting and rewarding experience working with the students. She gave a brief power point presentation on the program. She stated that the Prince William School Board Member Jennifer Wall, Mayor Luersen, Councilmember Pasanello, Town Manager Emily Kyriazi and Town Treasurer Roberto Gonzalez mentored the students on local government. She shared that the students came up with an agenda on the topic of proffers dollars. She shared that at their final "regular meeting" they approved to provide and fund training for coaches to prevent sport related injuries. In conclusion, Councilmember Ramirez shared that she received positive feedback on the program. A short discussion followed on the program.

VII. AGENDA ITEMS

Mayor Luersen asked for a consensus to add Appointment of Acting Town Manager on the agenda. There was no objection to add the item onto agenda.

1. Resolution #2024-008: Budget Amendment

Town Treasurer Roberto Gonzalez shared that the budget amendment is from the Police Chief being able to obtain an additional grant monies within the DMV Grant Program. Mr. Gonzalez stated that this money will be for purchasing of equipment to help with the DMV Grant program. A short discussion followed on the subject. Chief Sibert stated that the monies will be used for a speed sign on the east end of the Town to replace the aging on by the Town Park. He shared that the new sign will be able to collect more data, will help with patrol patterns and provide information for future conversations with VDOT on traffic issues. Chief Sibert also shared that he will be purchasing 2 radar units for the two newest officers that have just on board. There was also a question on the reuse of the old sign. Chief Sibert shared that he plans on attaching it to a trailer so that he can place in various places throughout the town using it as a deterrent.

Councilmember Beyene moved that the Haymarket Town Council approve an amendment to the Fiscal Year 2024-2025 budget as designated by Resolution #2024-008. Vice Mayor Pater seconded the motion. The motion carried by a roll call vote.

Motion made by Councilmember Beyene, Seconded by Vice Mayor Pater.

Voting Yea: Councilmember Beyene, Vice Mayor Pater, Councilmember Ramirez

2. Town Council Strategic Plan Draft

Town Manager Emily Kyriazi shared that the final draft of the Strategic Plan was in the evening's agenda for review. She shared she will be working with staff to put the draft into action the communication plan to include app notifications, getting a mailer out with information on how citizens came give feedback. Mrs. Kyriazi asked that the Town Council review the plan and provide any comments to her. She stated that will be keeping a working document of the comments. She shared that after hearing the comments from the citizens at the November 18th Work Session, it will be at the Council's discretion on any necessary changes. A short discussion followed.

3. Town Park House Demolition

Town Manager Emily Kyriazi shared that, following the discussions that the Council has had over the past meetings, she has prepared a draft motion that was requested.

Vice Mayor Pater read the motion into the record as follows:

The Haymarket Town Council has deliberated and discussed the future of the Town Park House structure since 2022. During these discussions, the Council evaluated options for implementing the Harrover Park Master Plan, reuse of the structure by a private party for an event center, reuse of the structure for a community center demolition of he structure and the overall structural integrity of the building. The Town Council went through thorough discussions and action items to come to the conclusion of requesting RFP's

for demolition of the structure to include a Certificate of Appropriateness for the demolition to the Architectural Review Board and an appeal to the Town Council. The Town Council finds that it went through all of the proper channels and that the demolition of this building will best suit the needs for all of Haymarket, keeping transparency in the forefront. Even though the condition of the house is not one of great despair or of blight, the resources to bring this building to code and the mere maintenance of the building exceeds the Town's sound financial decision making. Therefore, I move that the Town of Haymarket award the bid to Prototype Builders in the amount of \$161,749.20 for the demolition of the Town Park House, also known as the Lewis Home, located at 14740 Washington Street. As part of the demolition process the contractor shall work to maintain the stones from the chimney structure and set them aside for reuse into the future Pavilion on site and a photographer shall be hired by the Town prior to the demolition of the structure to properly photograph and document the house. Councilmember Beyene seconded the motion. The motion carried by a roll call vote.

**Motion made by Vice Mayor Pater, Seconded by Councilmember Beyene.
Voting Yea: Councilmember Beyene, Vice Mayor Pater, Councilmember Ramirez**

4. Appointment of Acting Town Manager

Town Manager Emily Kyriaze shared that, in order to proactive and plan accordingly, she will start her maternity leave on November 18th, if not sooner. She requested that the Town Council appoint Town Treasurer Roberto Gonzalez as the Acting Town Manager effective on the date she notifies the Town that she starting maternity leave but no later than November 18th.

Councilmember Ramirez moved that the Haymarket Town Council appoint Roberto Gonzalez as the Acting Town Manager at the time Town Manager notifies the Town that she will be taking her maternity leave of absences of November 18, 2024, which ever comes first, and lasting the duration of Mrs. Kyriazi's leave of absence. Councilmember Ramirez also moved to authorize a \$5.00 per hour stipend for Mr. Gonzalez as long as he is acting in the capacity as the Acting Town Manager . Vice Mayor Pater seconded the motion. A short discussion followed on separation of duties from Treasurer and Town Manager. The motion carried by a roll call vote.

**Motion made by Councilmember Ramirez, Seconded by Vice Mayor Pater.
Voting Yea: Councilmember Beyene, Vice Mayor Pater, Councilmember Ramirez**

VIII. COUNCILMEMBER TIME

1. Vice Mayor Pater
2. Councilmember Beyene
3. Councilmember Pasanello
4. Councilmember Schneider
5. Councilmember Ramirez
6. Councilmember Gallagher
7. Mayor Luersen

Vice Mayor Pater

Vice Mayor Pater thanked all the volunteers who helped with Haymarket Day. She also thanked the staff on a job well done. She stated it the day was a huge success. She also shared of the upcoming

are classes given by the Crossroads Art Alliance in the Haymarket Museum. Lastly, she reminded everyone to shop small, shop local during this upcoming holiday season.

Councilmember Beyene

Councilmember Beyene did not have anything to add at this meeting.

Councilmember Ramirez

Councilmember Ramirez also thanked the volunteers and staff for a successful Haymarket Day. She also thanked the Police Department for making the event safe. Councilmember Ramirez happily shared that a couple were married at the Haymarket Day event at the Prince William County Clerk on Wheels booth. Town Manager Emily Kyriazi shared that on behalf of the Town, the Mayor and Council this years Christmas ornament was sent to the couple as a wedding gift. Councilmember Ramirez thanked the Police Department, especially Chief Sibert and his family, for making their presence known on Halloween night. She called out a couple opportunities to support the community. She shared of a canned food drive at Studio B and the Haymarket Gainesville Rotary Club is collecting funds to provide Thanksgiving baskets to be delivered. Lastly, she shared that Boxes of Basics is looking for volunteers.

Mayor Luersen

Mayor Luersen prepared and read into the record a response to a comment made by Councilmember Schneider at their last work session on the subject of the Town Park building and the processes. Due to the length, the statement is attached to the end of the minutes.

IX. ADJOURNMENT

With no further business before the Town Council, Councilmember Ramirez moved to adjourn seconded by Vice Mayor Pater. The motion carried.

Motion made by Councilmember Ramirez, Seconded by Vice Mayor Pater.

Voting Yea: Councilmember Beyene, Vice Mayor Pater, Councilmember Ramirez