



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION ~ MINUTES ~

Kimberly Henry, Clerk of the Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, June 24, 2024

7:00 PM

Council Chambers

A Work Session of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7:00 PM.

Mayor Kenneth Luersen called the meeting to order.

I. Call To Order

Council Member Marchant Schneider: Absent, Council Member Joe Pasanello: Present, Councilman Matthew Gallagher: Present, Vice Mayor TracyLynn Pater: Present, Council Member Alexander Beyene: Present, Council Member Mary Ramirez: Absent, Mayor Kenneth Luersen: Present.

II. Pledge of Allegiance

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

III. Agenda Items

1. GoGov App Presentation

Event Coordinator Julia Crofford gave a presentation on the Town's GoGov App. She shared that in the App Store to search and download My Haymarket. She also shared that there is a QR Code as well to download the app. She said that once in the app, one will need to create an account. Once the account is create, one will start to receive notifications, access information, stay connected, and view latest updates. She stated that staff created 5 subscription groups. They are Farmer's Market, Public Safety Announcements, Town Council and Board Meetings, Town Events, Traffic Alerts and Road Closures. She stated that the citizen can uncheck any subscription they would not want to receive and that they will adjust the subscriptions based on the type of information the citizens would like to receive. She showed the image of what the app will look like when it is downloaded. At the end of the presentation, Ms. Crofford opened the floor for questions and suggestions. Town Manager Emily Kyriazi went into a little further detail on how the app will work. Mrs. Kyriazi shared that the company has given Ms. Crofford marketing literature that can help her market the App to the public. There was a question if there is a capability of the citizens doing transactions on the App, such as zoning permit applications and payments. Mrs. Kyriazi shared that it is possible once the online payment system is linked in the App to create an applet. There was also a question if the citizens could communicate with individual councilmember. Mrs. Kyriazi shared that this is an informational app not a means of communications. She said it links to the Town's website where a citizen can obtain a councilmembers email for communication. Discussion followed on additional groups that should go on the App. There was a discussion on the cost of the App. Mrs. Kyriazi shared that the cost was reasonable and that it would increase with each additional feature and service provided.

2. Monthly Financial Report

Town Treasurer Roberto Gonzalez gave a quick report on the monthly financials. Mr. Gonzalez started his report by sharing that the CD that the Town opened in October 2023 has matured and he renewed the CD for 6 months. He shared that this provided the best rate and that it would mature in December in time for when the new Town Council takes over. Mr. Gonzalez also shared that the Town is still collecting funds in the current budget and will be ending in the black. There were no questions for Mr. Gonzalez on his monthly report.

3. Planning Commission Vacancy

Town Clerk Kim Henry shared that as June 30, 2024, there will be two vacancies on the Planning Commission. She stated that the one member of the Planning Commission would like to serve an another 4 year term and the other would not. She provided letters from each Commissioner. Ms. Henry also provided an application of interest to fill the vacancy. A short discussion followed on certification training for the Planning Commission members. There was

also a discussion on if a Planning Commission member could also serve on the BZA. Town Attorney Simmons stated that he would check State Code and Haymarket's Town Code.

4. Planning Commission Meeting Day Change

Town Clerk Kim Henry shared that there is currently someone who is serving on the Planning Commission who may not be able to serve after September. She stated that this person enjoys being on the Planning Commission and still has an interest in staying on. However, he has taken a teaching position and that his class time is Monday and Wednesday evenings. Ms. Henry shared that there was a short discussion after the meeting with another Planning Commission member about the possibility of changing the meeting day so that the Commissioner could continue to serve. Ms. Henry stated that she research Town Code and the Planning Commission By-laws and the only condition was that the Planning Commission must have a meeting every month. She continued to state that she polled the rest of the Planning Commission on the day change and that all were amendable to changing the day. Ms. Henry stated for organization purposes the meeting would be changed to the second Tuesday of the month. There was a short discussion on the subject and the Council gave their blessing for the Planning Commission to move their meeting day.

5. Draft Snow Removal Policy

Town Manager Emily Kyriazi provided a recent draft on the Town's Snow Removal Policy for Council review. Mrs. Kyriazi stated that she brought forth an initial draft at a previous meeting. She shared that there will be a map that will accompany the policy showing the area of the sidewalks the Town would be responsible for. She stated that she would provided a clean version of the ordinance and the map at the next meeting. She stated that she would ask that the Council give authorization to proceed with a public hearing at the next meeting. There were questions about the language of penalties to the Town Attorney. There was also a discussion on how the citizens would be notified of the public hearing. Mrs. Kyriazi shared that the Town could do a mailer once the public hearing date is set and also it would be put on the new My Haymarket App. A short discussion followed on the time line and setting a standard at the end of inclement weather. There was a consensus of the Town Council to bring this item with a map and public hearing dates to the next regular monthly meeting.

IV. Adjournment

With no further business before the Town Council, Councilmember Gallagher moved to adjourn with a second by Vice Mayor Pater. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Gallagher, Councilman
SECONDER:	TracyLynn Pater, Vice Mayor
AYES:	Joe Pasanello, Matthew Gallagher, TracyLynn Pater, Alexander Beyene
ABSENT:	Marchant Schneider, Mary Ramirez

Submitted:

Approved:

Kimberly Henry, Clerk of the Council

Kenneth Luersen, Mayor