



TOWN COUNCIL – REGULAR MEETING

Monday, August 04, 2025 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 Monthly Meeting of the Mayor and Town Council of the Town of Haymarket, VA was held this evening in the Council Chambers, commencing at 7 PM.

Vice Mayor Gallagher called the meeting to order.

PRESENT

Vice Mayor Matthew Gallagher
Councilmember Justin Baker
Councilmember Alexander Beyene
Councilmember Ken Luersen
Councilmember Joe Pasanello

ABSENT

Mayor TracyLynn Pater
Councilmember Mary Ramirez

II. PLEDGE OF ALLEGIANCE

Vice Mayor Gallagher invited everyone to stand for the Pledge of Allegiance.

III. INVOCATION: Rabbi Shmuly Perlstein - Chabad Center for Jewish Life Gainesville Campus

Vice Mayor Gallagher invited Rabbi Perlstein to the podium to give the evening's invocation.

IV. CITIZENS TIME

Pradeep Naramchetty, 15005 Walter Robinson Lane, addressed the Council on a flooding issue on his property since the Robinson Paradise development was constructed. He shared that there are significant drainage problems and water is going into basements of homes. He also addressed the lack of street lights in the development that has not been installed by the developer.

Anthony Tapper, 14985 Walter Robinson Lane, also addressed the Council on the flooding issue. He shared that his basement never flooded until the development was built. He shared that his basement floods now and that his driveway is sinking. He also shared that they are starting to have foundation issues. Lastly, he stated he has concerns with some parking issues that is starting to develop. He asked for the Town to intercede.

Lynnse Lunsford, 14975 Walter Robinson Lane, also addressed the Council with her flooding concerns at her property. She shared that the private road was not maintained during construction and now it is only partially paved. She said because of the patching, the culvert is streaming and that her property is constantly flooded when it rains. She is asking for the Town to provide some help to the residents that are affected.

V. CONSENT AGENDA

Vice Mayor Gallagher asked if anyone would like to pull any reports from the Consent Agenda. There was a request to pull the Town Administration Report.

Councilmember Pasanello moved to adopt Consent Agenda Items A: 1-4, B:2-5 and C: 1-5. Councilmember Luersen seconded the motion The motion carried.

Motion made by Councilmember Pasanello, Seconded by Councilmember Luersen.
Voting Yea: Councilmember Baker, Councilmember Beyene, Councilmember Luersen, Councilmember Pasanello
Absent: Councilmember Ramirez

After discussion on the pulled report, Councilmember Pasanello moved to adopt Consent Agenda Item B:1. Councilmember Beyene seconded the motion. The motion carried.

Motion made by Councilmember Pasanello, Seconded by Councilmember Beyene.
Voting Yea: Councilmember Baker, Councilmember Beyene, Councilmember Luersen, Councilmember Pasanello
Absent: Councilmember Ramirez

A. Minute Approval

1. Mayor and Council – Closed Session: May 27, 2025
2. Mayor and Council – Work Session: June 30, 2025
3. Mayor and Council - Closed Session: July 7, 2025
4. Mayor and Council - Regular Monthly Meeting: July 7, 2025

B. Department Reports

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

1. Town Administration Report

The Town Council asked Town Manager Emily Kyriazi if there has been any follow up on the concerns that were presented during citizens time. Mrs. Kyriazi shared that she, the Town Engineer and Town Planner have been to the site and have met with the residents to address the flooding. She shared that the property was not properly graded and that the As-Builts have not been approved. She also shared that all bonds are being held except for a portion of the landscaping bond. She shared that the water is stagnant and that the storm water is pulling. She shared that staff is reviewing the site plans and will keep the citizens updated with any progress staff makes. She asked that the citizens provided contact information to the Town Clerk so that she can keep in communication with them. Mrs. Kyriazi also stated that she will set up an appointment to discuss the storm water issues with D.R. Horton and will also request a meeting with Prince William County building officials.

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

VI. AGENDA ITEMS

1. Planning and Land Use Communication Notifications

The Town Council started a discussion on informing citizens of land use disturbances, such as new construction in their area. They discussed the Town's adopted communication plan and letting the citizens know what their rights are. Mrs. Kyriazi shared that staff could provide information in the quarterly newsletter since most of the projects are planned in advance. There was also a discussion regarding the construction company's role. Mrs. Kyriazi shared that she has a good partnership with VDOT who will enforce the company to keep the street free of dirt and mud. She also shared if there is a noise or traffic complaint, she can contact Chief Sibert and the police department would handle that. There was also a discussion on erosion and sediment control measures that could affect neighboring properties.

2. Town Park Pavilion RFP Follow-up

Town Manager Emily Kyriazi asked for Council feedback on the RFP. She gave a brief recap on the RFP by sharing that there are 2 scopes of work to consider. She stated that the first proposal is the RFP for just the design for the pavilion structure and restroom facilities. This would just be the architectural design. The second proposal would be to do the engineering separately. She continued with the explanation on task order #1 that was provided in the packet which would include all of the architectural detail which would be on larger RFP. She asked for direction on whether to move forward with keeping it engineering separate or to combine it all into one larger RFP. Discussion followed. Mrs. Kyriazi shared that there is a park master plan that has been approved and in place. She shared that Council needs to collectively discuss, review it and affirm it. She stated that in that master plan the town park building was to remain. So Council would need to edit and affirm that portion. She shared that then the appropriate surveys will be needed and look at the future needs of the complex to start and design out the approved master plan. She continued to share the next steps after the design is phase is completed, the final engineering phase would begin with the approval and construction management to follow. Discussion followed on the task orders presented and the elements on the restroom facilities such as alternative energy power, the operational and maintenance costs, the master plan and getting public input. Mrs. Kyriazi shared that the pavilion should not be designed without knowing or planning the remainder of the property, particularly parking. There was also a discussion on the timeline, the process and the involvement of outside agencies. Mrs. Kyriazi shared her concerns if just the design of pavilion was done. She also shared that the engineering would be done in phases. There was a discussion on addressing the priorities set by Council and making necessary adjustments at the fall strategic planning meeting. The Council agreed to keep moving on preparing the RFP incorporating a task order which would be preparing a civil engineering services for the entirety of the Town Park to include the discussion and reaffirming of the Harrover Master Plan as step 1 and the design and preliminary engineering and final engineering. Mrs. Kyriazi shared that she will put those details in the RFP for review at the August Work Session.

3. Outdoor Event Ordinance Fee Schedule

Town Manager Emily Kyriazi shared that after a discussion with the Town Treasurer, staff would like to have the application fee remain the same at \$300. A short discussion followed on what triggers the need for a permit. Town Attorney Simmons shared that he has a few edits on the Ordinance that he would like Council to review prior to authorizing for public notice.

VII. COUNCILMEMBER TIME

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

1. Vice Mayor Gallagher

Vice Mayor Gallagher thanked the residents who spoke during Citizens Time regarding their concerns and frustrations in their development. He also thanked the Boy Scout who attended this evening's meeting while he is working toward a citizenship in the community merit badge. Finally, Vice Mayor paid tribute to Supervisor Bob Weir. He shared information on the Prince William County Board of Elections Open House scheduled for August 15th.

2. Councilmember Luersen

Councilmember Luersen also thanked the citizens who spoke during Citizens Time and offered some feedback.

3. Councilmember Pasanello

Councilmember Pasanello thanked Vice Mayor Gallagher for his tribute to the late Supervisor Weir. He shared that the Council will be doing a proclamation for Bob at the next regular meeting. He also shared that Prince William County will be doing a proclamation at their September 9th meeting. He also shared that there will be a celebration of life at Giuseppe's on September 27th. He shared that he enjoyed working with Bob and how Bob was an integral part of the changes made since 2020 when they ran together for Council. He stated that Bob will be missed not only in the Town but also on the County level as well as the State level.

4. Councilmember Beyene

Councilmember Beyene also shared that Supervisor Weir will be greatly missed. He shared that although he did not have the pleasure working with Bob on the Council level, he did work with Bob while on Planning Commission. He shared what a great wealth of knowledge Bob was and he learned from him. He also thanked the residents for coming and voicing their concerns during Citizens Time.

5. Councilmember Baker

Councilmember Baker also shared his respects for Supervisor Weir. He stated that although he didn't know him as well as others on the dais, he received good wisdom from Bob and learned from him. He thanked Rabbi Perlstein for giving the evenings invocation and for the citizens who came to the meeting and speaking during Citizen's Time. He also thanked the staff and police department for their hard work. Lastly, he invited everyone to come out for National Night Out scheduled for the following evening.

6. Councilmember Ramirez

Councilmember Ramirez was not in attendance and did not provide any written report for Councilmember Time.

7. Mayor Pater

Mayor Pater was not in attendance and did not provide any written report for Councilmember Time.

VIII. CLOSED SESSION

1.Motion for Closed Session

Councilmember Pasanello moved that the Haymarket Town Council go into Closed Session pursuant to Virginia Code § 2.2-3711(A)(8): consultation with legal counsel regarding a specific legal matter requiring the provision of legal advice by such counsel, relating to a Town lease agreement, contracts and discussion on proffers. Councilmember Luersen seconded the motion. The motion carried.

Motion made by Councilmember Pasanello, Seconded by Councilmember Luersen.
Voting Yea: Councilmember Baker, Councilmember Beyene, Councilmember Luersen, Councilmember Pasanello
Absent: Councilmember Ramirez

2. Certification

Councilmember Pasanello moved that the Council 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. Councilmember Baker seconded the motion. The motion carried by a roll call vote.

Motion made by Councilmember Pasanello, Seconded by Councilmember Baker.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Beyene, Councilmember Luersen, Councilmember Pasanello
Absent: Councilmember Ramirez

3. Directive/Motion from Closed Session

Without objection, Vice Mayor Gallagher directed the staff to proceed as directed from Closed Session.

IX. ADJOURNMENT

With no further business before the Town Council, Councilmember Luersen moved to adjourn seconded by Councilmember Baker. The motion carried.

Motion made by Councilmember Pasanello, Seconded by Councilmember Baker.
Voting Yea: Vice Mayor Gallagher, Councilmember Baker, Councilmember Beyene, Councilmember Luersen, Councilmember Pasanello
Absent: Councilmember Ramirez