

**DUMFRIES TOWN COUNCIL
REGULAR MEETING
TUESDAY, APRIL 6, 2010
7:00 PM**

Present: Mayor Yohey, Vice-Mayor Washington, Council Lady West, Councilman Toney, Council Lady Cornell, Council Lady Barr, Councilman Brewer

Also Present: Kim Alexander, Town Manager; Cathy Holtzlander, Assistant Town Manager; Yolanda Hipski, Director of Community Development; Major Ray Colgan, Acting Police Chief; Greg Tkac, Director of Public Works; Donna Johnson, Town Clerk; 7 citizens

Absent: Kristi Caturano, Town Attorney

Mayor Yohey called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited followed by the Invocation given by Vice-Mayor Washington.

Citizen's Comments

Mr. Jim Vinson – 21 Nichols Court said he was not happy with what was going on in regards to the Police Department. He wanted it known that he fully supports the Chief and all of the officers. He also stated that it does not take two months for an assessment to be done. He said all the information that has been in the paper should be made public. He asked why Chief Johnson had been suspended. He said the citizens deserved to know. He said in his opinion the Police Department was “getting the shaft.”

Mayor's Comments

Mayor Yohey said that on April 16th at 1:00 pm in the Community Center, the seniors would have the opportunity to “Meet the Candidates” who are running for Town Council in the upcoming election. Also on March 22, at 7:00 PM in the Council Chambers, the Prince William County Chapter of the NAACP would be sponsoring a Candidates Forum. The candidates would be contacted by a member of the organization. Mayor Yohey said on a lighter note, on April 21, 2010 he would be throwing out the first pitch for the DTQ Little League team at the Potomac Nationals game. He said he encouraged everyone to come out and support the local Little League.

Council Members Time

Mr. Washington said he was not happy about the candidates for Town Council not being notified before the date was set for the forum on the 22nd of April. Mrs. Johnson, the Town Clerk explained to him that she just provided the candidate contact information, and confirmed the availability of the Council Chamber to Mrs. Fields from the NAACP. Everything else was being taken care of by the NAACP organization.

Mrs. West said that Mrs. Waggy was very ill and in the Georgetown Hospital Center. She said she had purchased a card to send to her and would circulate the card during the meeting so everyone that was interested in signing it could do so.

Mr. Toney said he had been contacted by citizens regarding all the events taking place within the Town. He asked that the citizens please have faith in the Council. They would do what was best for the town.

Mrs. Cornell said she would appreciate everyone keeping Mrs. Waggy along with her mother, Ms. May in their prayers. She also sent out get well wishes to Mr. Lee Lansing. Mrs. Cornell welcomed Major Colgan and she also thanked the citizens for coming out to attend the meeting.

Ms. Barr reminded the citizens of the Pasta Buffet and Silent Auction to be held on Saturday, April 17th at the Montclair Country Club. She said tickets are still available for sale and she hoped everyone would come out and support Historic Dumfries. She also said she is very excited about the upcoming election and the Multi Cultural Festival that would be held in July.

Mr. Brewer had no comment

Town Manager's Report

Ms. Alexander reported that her report would be verbal this month. She reported the following:

- She had been working with the staff on the budget.
- The Town Clerk, Mrs. Johnson, had turned in her retirement papers.
- She had been talking with VRA about refinancing the bond, which would amount to a savings of \$161,000.00.
- She had attended several meetings with area banks.
- Participated in VML meetings/functions
- Participated in Career Day at Saunders Middle School
- Attended a civilian/ military event
- Attended various other meetings

A question was asked by Mr. Toney about the \$270,000 grant for recreation purposes. Ms. Alexander said the area of Graham Park Road and Williamstown had been identified as the area they wished to focus on, but as yet she did not have additional information on the grant.

Mrs. West asked about the assessment that was done on the Police Department. She wanted to know when the information was made available would it be in closed session. Ms. Alexander said she had received the 1st draft but she did not want to put that information out there until all the questions were addressed and she had the final report.

She said there was more than one thing going on. She said a firm had been working on the assessment regarding General Procedures and General Orders in the Police Department. Officers from Fairfax were doing several administrative investigations in the Police Department and there was also a former investigator from Prince William County doing an investigation regarding the police staff. She said when everything was done she would definitely share the information with the public. She said no one was trying to be secretive about anything.

Assistant Town Manager's Report

Mrs. Holtzlander said she had submitted her report but would go over a few items:

- Annual Quantico Creek Clean-Up to be held this weekend on Saturday from 8am-12pm.
- She completed the second quarterly edition of the Town's Charter newsletter and delivered to the printer. The newsletters should reach the residents by the middle of next week.
- The Blackboard Connect Emergency Management notification system is now ready for service.
- Sent out notifications of the Town's Summer Youth Internship program to the local schools, non-profits, as well as the local newspaper. Applications are also available on the Town's website. The Internship will run from Tuesday July 6th – Friday, August 13th. Deadline for entries is May 3rd. Ms. Holtzlander reminded the citizens that to be eligible the students must be residents of the incorporated Town to be able to participate in the program.
- Mrs. Holtzlander said she is planning and organizing the Town's Multicultural Festival to be held on Saturday, July 24th in Merchant Park from 10am-4pm. Vendor applications are available on the Town's website for anyone interested in participating. Mrs. Holtzlander also stated that she has locked in a band for the event and she is trying to secure the services of a male choir and Bolivian dancers.

Mrs. West wanted to know if the Council was going to have any part in Charter Day. Mrs. Holtzlander said she did not know as she is not directly involved with Charter Day this year. That would be the decision of Historic Dumfries.

Ms. Barr asked that the website be kept updated regarding the dates of any and all events.

Police Chief's Report

Mayor Yohey welcomed Major Colgan and told him how pleased the Town was to have him serving as the Acting Police Chief.

The Police report had been submitted in the packet to Council. Major Colgan said he was happy to be helping out the town. He also stated that there were some good officers in the Town and he said Dumfries did not appear to have any major crime. He said in looking over the figures submitted in the report, he felt it might be good to compare this year's data to last year's data to track the direction the town is going in.

Director of Public Work's Report

Mr. Tkac reported that he was actively working on the Town's Solid Waste Contract. He had issued an RFP in the Free Lance Star and the News and Messenger newspapers on March 23rd. The RFP's would be accepted in the Department of Public Works until the close of business on April 20, 2010.

Mr. Tkac also reported that he was working on obtaining an on call consultant and SWM fee recalculations. He also stated they had finished up the retaining wall on Old Triangle Road.

In Mr. Tkac's report he noted several projects he had completed, as well as attending Career Day at Saunders Middle School on March 26, 2009. He spoke to students about what the Public Works Department does for the Town and Community.

Mayor Yohey asked Mr. Tkac about the million and a half dollar project in Tripoli and Mr. Tkac said it should start during the time frame of November or December of 2011 and would continue until the end of 2012.

Mrs. West brought up the drop off on Waters Lane that was discussed in the December 15, 2009 meeting. She said she would like to have an update on the status.

Mr. Tkac said he and a representative from VDOT visited Rt. 1 southbound and Waters Lane and the VDOT representative took the information. Mr. Tkac said he had not followed up with VDOT but he did say that he knew there was little or no funding available.

Ms. Barr was concerned with some wires that she thought might have been left by Verizon as a result of installing FIOS. She said she was not sure they were responsible for the hanging wires, but the situation definitely needed to be looked at and the wires needed to be taken care of.

Director of Community Development

Mrs. Hipski gave her report and highlighted the following items:

- Met with Prince William County to discuss the upcoming Comprehensive Plan update.

- PC and ARB meetings are scheduled for this month. Items include an Economic Development Committee, Comprehensive Plan and two Conditional Use Permits.
- Inspected complaint at Campbell property.
- Negotiated additional landscaping to buffer existing development of Leonard Street and new residential development on Tweezer Court.

Building/Property Maintenance

- Issued 11 permits
- 9 inspections with PWC
- Met with Chief Johnson and Sgt. Worley regarding Special Conservator of the Peace Program
- Created slides to go on Town TV Channel
- Researched and secured 1757 Fort Henry Court

Codes Compliance

- 26 violations cited
- 50 hours maintaining and repairing electrical equipment.

Mrs. Hipski answered questions that the Council had in regard to her report.

Mrs. West told Mrs. Hipski that she appreciated the quick response to the situations at 1757 Fort Henry Court and for Mr. Singh's property at 17635 Graham Street.

Mrs. Barr wanted to know if violation notices could be given to public utilities that leave behind wire that should have been taken care of. Mrs. Hipski said she would get with Mr. Tkac to discuss this.

Mr. Toney wanted to know if a tally could be done on trash cans left out. He said on Thursday mornings trash cans are supposed to be out of view. He said South Cove has a policy regarding cans that are left out and they do enforce it.

Adoption of Consent Agenda

Mr. Washington made a motion to adopt the Consent Agenda with a second by Mr. Toney. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

Information Items

None

Action items

Consider Appointment of Members to the Towing Advisory Board

Mrs. West made a motion to adopt the appointment of the members to the Towing Advisory Board. The motion was seconded by Mr. Washington. Ayes: Washington, West, Toney, Cornell, Barr, Brewer, Yohey. Motion carried.

Discussion Items

FY 2011 Budget Presentation & Recommendations

Ms. Alexander said she would give a brief overview of the budget, which she felt was very conservative. She commented on the following:

- She said she tried to under estimate on some items.
- There was a \$500,000 revenue shortfall over what was originally requested by the Department Heads. It will require a temporary reduction in force.
- No COLA or raises
- There would be a minor salary increase of \$2,000 for two laborers who earn less than \$30,000.
- There would be a 9.5% increase in the cost of health insurance for FY 2011
- No transfer of funds from LGIP
- No fee or tax increases
- The contribution rate for employee retirement has increased from 19.73 to 19.89

Mayor Yohey said he would like the 3 page report that the Treasurer hands out with her monthly report to be included in with the budget.

Community Development - it was noted that the Code Compliance officer is a part time position and the building official needs to be certified.

Ms. Barr stated that blighted properties need to have a revenue line item.

Public Works – Line item 10-443-2400 Tools/Equipment – Mr. Tkac said the Street sweeper will soon be paid off. He also stated that there have been no major purchases the last 6 years. He said they are in need of 3 snow spreaders, a small tractor and a Bobcat. He said he has equipment to auction off, such as the dump truck and the old spreaders.

Community Services – Ms. Alexander said that Cathy has really proven herself as the Assistant Town Manager in a very short time.

Mrs. Holtzlander would like to bring English as a Second Language back, with the students having to pay. She would like to pay Ms. Buckley a salary of \$5,000.00 and charge the students \$35.00.

Ms. Barr said the fee of \$35 dollars would amount to about \$800.00 as opposed to a salary of \$5,000.00.

Mayor Yohey said the Council needs to set policy and needs to get better at understanding the budget. He said this is one of the things Council is paid for and what the public expects of them.

Mr. Toney said that was well said and the Mayor needed to add “be an oversight” group. The Council needed to be good stewards of the citizen’s money.

After another brief discussion it was the consensus of the Council to have a budget work session. The date would be decided at the April work session. This was in the form of a motion by Mrs. West and the motion was seconded by Mr. Toney. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

2010 VML Committee Nominations

Ms. Alexander said VML was accepting nominations for its 2010 policy committees. She asked if there were any volunteers. Mrs. West volunteered to be on the Human Development & Education Committee and Mr. Tkac and Ms. Barr volunteered to be on the Transportation Committee.

2010 VML Town Section Meetings

Ms. Alexander asked if any Council members wished to attend any of the 2010 Town Section Meetings sponsored by VML. Ms. Barr, Mrs. West, and Ms. Alexander agreed to attend the Town Section Meeting in Bridgewater at the Town Hall on May 13, 2010.

Closed Session

Mrs. West made a motion to enter closed session citing Virginia Code §2.2-3707 under Virginia Code §2.2-3711 A (1) Personnel and A (6) Contract negotiations. The motion was seconded by Mr. Washington. On roll call the motion to enter closed session was unanimous. Council agreed to take a 10 minute break and entered closed session at 10:13 PM

Return to Open Session

Council returned to open session at 11:10 PM. Mrs. West read the Certification of Proceedings certifying that, to the best of each member’s knowledge, only public business matters lawfully exempted from the open meeting requirements of state law, and only such public business matters as were identified by the motion to enter closed session, were heard, discussed or considered in the closed session. Mrs. Cornell seconded the motion. On roll call the votes were all aye and the motion carried.

Mr. Toney made a motion to enter into “Agreement and Release” with Calvin Johnson, as discussed in closed session. Mrs. Cornell seconded the motion. On roll call the votes were all aye and the motion carried.

Mr. Brewer made a motion to accept the Banking Services Proposal submitted by TD Bank. Mr. Washington seconded the motion. On roll call the votes were all aye and the motion carried.

Adjourn

Mrs. Cornell made a motion to adjourn with a second by Ms. Barr. On roll call the votes were all aye and the motion carried.

The meeting adjourned at 11:15 PM.

Submitted by:

Approved by:

Donna A. Johnson, CMC
Town Clerk

Fred E. Yohey, Jr.
Mayor

