

**DUMFRIES TOWN COUNCIL
WORK SESSION
MAY 18, 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; Kristi Caturano, Town Attorney; Major Ray Colgan, Acting Police Chief; Greg Tkac, Director of Public Works; Retta Ladd, Treasurer; Yolanda Hipski, Director of Community Development; Donna Johnson, Town Clerk; 7 citizens

The Mayor called the meeting to order at 7:00 PM. There were no amendments to the agenda.

Boards & Commissions/Committee/Staff/ Town Attorney Reports

Architectural Review Board

There was no report as Chairman Little was ill.

Planning Commission

There was no one present but Ms. Hipski said that the two items discussed at the meeting were a Conditional Use Permit and Commercial Uses in Residential Areas.

Board of Zoning Appeals

There was no one present from the ARB. Ms. Hipski said that the Campbell property was discussed at the ARB's last meeting.

Historic Dumfries

Ms. Claudia Smith gave the report on behalf of Historic Dumfries. She began by thanking everyone for their participation in Charter Day. She said she thought it went very well. She also stated that she thought the Blackboard system played a big part in making people aware of the event.

She went over the following upcoming events:

- June 5th – Resolve Day
- June 10th – 36th anniversary of HDV
- They would be having a first annual community picnic at Rippon Lodge

She also gave Mr. Tkac an estimate of over \$11,000.00 for siding.

Mrs. Cornell asked about embezzlement charges in regard to Historic Dumfries and Mrs. Smith said she could not say but so much. She stated that when improprieties were found, they contacted the Town Detective who in turn contacted someone in the Commonwealth Attorney's office.

Major Colgan told Mrs. Cornell he would contact the Commonwealth Attorney's office to see if he could obtain any information.

Ms. Barr told Mrs. Smith that she really enjoyed the 18th century entertainment. She said it was wonderful.

Mrs. Smith reported that between 800 and 900 persons attended the event.

Dumfries Business Association

No one present. Mayor Yohey did report that the election of officers would be coming up before long.

Treasurer's Report

Schedule of Receipts and Expenditures for the Month of April, 2010

Old Balance	\$ 474,605.49
Plus Receipts	177,502.65
Minus Transfer of Funds From General Checking to Payroll for April, 2010	167,844.46

Minus Elect Transfer	
- FICA	34,957.88
- FWT	20,007.70
-	
Minus Expenditures	123,337.23
New Balance	\$305,960.87

Mr. Toney had several questions about the report. He just wanted to be sure there was nothing coming up that the Council needed to be aware of.

Ms. Barr said on page 5 at the end of the month is what tells the story.

Town Attorney's Report

Ms. Caturano listed the following as items that she had been working on since the last meeting:

- She made court appearances in Juvenile, General District and Circuit Court, filed motions, received discovery requests and filed responses. She said she would provide a separate listing of charges that were prosecuted and would put them in Council's mail box on Monday.
- Assisted the Town Manager and other staff with various questions and issues on a day to day basis. She also participated in various meetings.
- Responded to FOIA requests.
- Assisted the Town Manager and Acting Chief of Police with various personnel issues.
- Assisted the Town Manager with various issues within the Police Department.
- Assisted Department heads with contract issues and outstanding issues within the various departments.
- Reviewed a request by Verizon to the SCC for the reassessment of certain property within the Town.

Summer Youth Internship Program

Mrs. Holtzlander gave a brief overview of the Dumfries Summer Youth Internship Program. She reported that she had received a total of 6 applications by the program deadline, however; two applicants did not meet the Town residency requirement specified in the program guidelines and were automatically disqualified.

She said she had closely reviewed the applications and offered the following recommendation to Council to approve the following four students for the Internship program:

- Deanna N. Pacitto
- Tanesha C. Boulden
- Lindsey M. Greaux
- Rachel N. Price

Mrs. Holtzlander had provided copies of the essays that the applicants had submitted as part of their applications. Ms. Barr stated she would like to market their essays.

Ms. Holtzlander said she is recommending approval of the four students she had named for the internship program.

Mrs. West made a motion to approve the four students Mrs. Holtzlander had recommended for the internship program. Her motion was seconded by Mr. Washington. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

Request to Schedule a Joint Public Hearing to Review Auto Advantage Conditional Use Permit

Ms. Hipski went over the history of the business and the permits, CUP's, and state requirements necessary for a CUP. She said the Planning Commission had recommended approval of the CUP, subject to the applicant abiding with the conditions listed below:

- No repair work, replacement of parts or vehicle washing of any kind shall be conducted on any vehicle at this location;
- There shall be only ten parking spaces allotted to the business as shown on a drawing, which is provided;
- Parking spaces shall be used for storage and sale of vehicles and vehicles shall not be advertised for the general public;
- No banners, stickers or pennants shall be attached to vehicles;
- There shall be no on-site advertisement of individual vehicles for sale;
- Wrecked vehicles for sale will not be allowed.

Ms. Hipski requested to schedule a Joint Public Hearing to review this CUP for Auto Advantage.

Mr. Toney made a motion to approve the Joint Public Hearing to Review the Conditional Use Permit. The motion was seconded by Mr. Washington. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

A motion was made by Toney, seconded by Mr. Washington to amend the date of the Joint Public Hearing to June 22, 2010. Ayes: Washington, West, Toney, Cornell, Barr, Brewer, Yohey. Motion carried.

FY 2011 Budget Discussion

Ms. Alexander said everyone had the new budget recommendations, as well as a second document showing alternative recommendations with a 2.33 cent tax reduction. She said the only differences other than the tax reduction were:

1. Non-departmental/Unbudgeted – with the tax reduction, there are no funds being placed in an interest earning account.
2. Building & Grounds – with the tax reduction, funding was reduced for the Museum and the Lockett House.
3. She also provided a spread sheet with proposed salary increases for the Police Department.

There was a lengthy discussion concerning the tax rate. Mr. Toney said you have to consider that Council gave their word to the citizens to only raise the taxes for one year or two billing cycles but on the other hand, he had spoken to Mrs. Ladd and after listening to her it was clear that the Council needed to be fiscally responsible.

Mrs. West said she agreed with what Mr. Toney had to say.

Mayor Yohey said he had seen the recommendation from Dr. Forrester and Mr. Foreman and they proposed a recommendation that would save the Town \$159,946.00.

Ms. Alexander said that she had looked over it and after her recommendation the savings would only be \$14,000.00.

Council went over the following items on the list prepared by MS. Forrester and Mr. Foreman:

10-431-0203 Retention – Mr. Washington made a motion to keep the retention amount at \$6,340.00. The motion was seconded by Mr. Brewer. Ayes: Brewer, Barr, Cornell, West, Washington. Nay: Toney, Yohey. Motion carried.

10-431-0204 – Supplements – Mr. Brewer made a motion to keep the \$4,000.00 for Supplements. The motion was seconded by Mr. Washington. Ayes: West, Washington, Cornell, Barr, Brewer, Yohey. Nay: Toney. Motion carried.

10-431-3100 – Contracts – Mayor Yohey made a motion to change the amount for contracts from \$1800.00 to \$0.00. The motion was seconded by Mr. Washington. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

10-431-5100 - P.D. Accreditation (change to read Amend General Orders) – Mayor Yohey made a motion to reduce the amount from \$45,000 to \$30,000. The motion was seconded by Mrs. West. Ayes: Washington, West, Toney, Cornell, Barr, Yohey. Nay: Brewer. Motion carried.

10-431-5800 – This line items allows for the purchase of a replacement server for the police department per the IT Manager (\$10,600). The funding also includes a new in car camera system. (\$35,000).

According to staff the cameras are obsolete and no longer under warranty. They are falling apart. Ms. Barr made a motion to keep the Capital Outlay as it was at \$45,600. The motion was seconded by Mr. Washington. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

Recommended Police Officer Salaries

The recommended Forrester/Foreman savings allowed the Dumfries Police Department to retain twelve (12) officers in FY11. It was the recommendation of the Town Council to have ten (10) officers. Ms. Barr made a motion to retain ten (10) officers with a second by Mr. Brewer. Ayes: Washington, West, Toney, Cornell, Barr, Brewer, Yohey. Motion carried.

Ms. Alexander said the only other item involved the IT department. She said the Forrester/Foreman recommendation was that cell phones, everything relating to purchases by IT department should fall under the IT department. She preferred to leave it the way it was in her recommended budget.

Ms. Barr made a motion to leave the budget for the IT Department the way staff had recommended it. The motion was seconded by Mrs. West. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

Ms. Alexander is going to be out of town attending a VLGMA Conference on the 15th. It was the decision of the Council to change the date of the work session from June 15th to June 22nd. This would also necessitate changing the date of the Joint Public hearing for Auto Advantage to the 22nd.

Consider contract extension for Acting Chief of Police

Councilman Brewer made a motion to extend the contract for the Acting Chief of Police. The motion was seconded by Mr. Washington. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

Closed Session – Mrs. West made a motion to enter closed session to discuss Contract negotiations Re: Solid Waste Proposal Contract - §2.2-3707 under Virginia Code §2.2-3711 A:30 – Discussion of the award of a Public contract involving the expenditure of public funds including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating of the public body. The motion was seconded by Mr. Brewer. Ayes: Brewer, Barr, Cornell, Toney, West, Washington, Yohey. Motion carried.

Council entered closed session at 9:00 PM.

Submitted by:

Approved by:

Donna A. Johnson, CMC
Town Clerk

Fred E. Yohey, Jr.
Mayor