

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL, HELD ON JANUARY 7, 2014, AT 7:00 P.M., IN COUNCIL CHAMBERS, 17755 MAIN STREET, DUMFRIES, VIRGINIA:**

**THERE WERE PRESENT:** Mayor Gerald Foreman  
Vice-Mayor Willie Toney  
Charles Brewer  
Kristin Forrester  
Gwen Washington  
Derrick Wood  
Helen Reynolds (arrived toward the end of the meeting)  
Daniel Taber, Town Manager  
Olaun Simmons, Town Attorney

**THERE WERE ABSENT:** None

**IN RE: CALL TO ORDER AND ROLL CALL**

Mayor Foreman called the meeting to order. Dawn Hobgood, Town Clerk, took roll call.

**IN RE: MOMENT OF SILENT PRAYER AND REFLECTION AND PLEDGE OF ALLEGIANCE**

There was a moment of silent prayer and reflection, then all in attendance recited the Pledge of Allegiance to the Flag of the United States.

**IN RE: APPROVAL OF MINUTES**

There was none available for approval.

**IN RE: ADOPTION OF THE AGENDA**

Mr. Taber requested to add a second personnel item to the closed session regarding a performance evaluation.

Mr. Foreman moved, seconded by Ms. Forrester, to adopt the agenda as amended. The motion carried by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**IN RE: APPROVAL OF THE CONSENT AGENDA**

Mr. Foreman moved, seconded by Ms. Washington, to approve the consent agenda as presented. The motion carried and the following resolution was adopted by the following roll call vote: Mr. Brewer, yes; Mr. Foreman, yes; Ms. Forrester, yes; Ms. Reynolds, absent; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO ADVERTISE A PUBLIC HEARING FOR A CONDITIONAL USE PERMIT TO ALLOW FOR**

**GRASS ROOTS CHRISTIAN FELLOWSHIP TO OPERATE AT 17932 SOUTH FRALEY BOULEVARD**

WHEREAS, the Town of Dumfries has received a conditional use permit application to allow for a place of worship, namely Grass Roots Christian Fellowship, to operate in the B-1 General Business Zoning District located at 17932 South Fraley Boulevard; and

WHEREAS, the Planning Commission reviewed the application on November 18, 2013 voted to move the application forward for Town Council to review and schedule a joint public hearing; and

WHEREAS, the Town Council reviewed the application at the November 26, 2013 work session and directed staff to move forward with scheduling a joint public hearing on the conditional use permit.

NOW, THEREFORE, BE IT RESOLVED by Town Council that the Town Manager is authorized to advertise for a public hearing to be held on February 4, 2014 to consider the conditional use permit for Grass Roots Christian Fellowship to be located at 17932 South Fraley Boulevard.

**IN RE: CITIZEN COMMENT PERIOD**

There were no citizen comments.

**IN RE: MAYOR'S COMMENTS**

Mayor Foreman welcomed the Town to a New Year.

**IN RE: COUNCIL MEMBER COMMENTS**

Mr. Toney hoped everyone has a healthy, happy, and prosperous New Year. He asked citizens to keep an eye out for their neighbors during the colder weather.

Ms. Forrester presented the Town with a certificate of commendation in recognition of exemplary patriotism and display of the flag of the United States of America on behalf of the Sons of the American Revolution, George Washington Chapter.

Mr. Wood wished everyone a new start in the New Year.

Ms. Washington stated her well wishes for the New Year. She thanked the citizens for a wonderful 2013. She felt the Town came together to work as a team in 2013 to make Dumfries a better place to live, play, and work. She is looking anxiously to 2014, because with the continued support Dumfries can become the place to go. She asked citizens to continue being involved. She asked that the citizens let the Council know when things are going good and when things need to be looked at.

**IN RE: PRESENTATIONS**

**A. RESOLUTION COMMENDING HISTORIC DUMFRIES VIRGINIA, INC. – MAYOR FOREMAN**

Mayor Foreman presented a resolution commending Historic Dumfries Virginia, Inc. to Mike Cecere, President of the Board, commending Historic Dumfries, Virginia.

Mr. Cecere thanked Council for the resolution and recognition. He stated that they are very excited for the 40 years in existence.

The resolution was adopted December 10, 2013.

**B. INTRODUCTION OF NEWLY HIRED POLICE OFFICERS, ADMINISTRATION OF THE OATH OF HONOR TO NEWLY HIRED CERTIFIED OFFICERS AND RECENT GRADUATES FROM THE BASIC LAW ENFORCEMENT ACADEMY, AND NEWLY PROMOTED SUPERVISORS WITHIN THE POLICE DEPARTMENT – CHIEF EDWARDS**

Chief Edwards read the following statement.

“This evening it is my pleasure to be here to talk about the activity in the Police Department this past month. The Police Department has been a very busy place in the month of December.

A new police officer was hired and is currently finishing up field training; you were introduced to Officer Chad Polliard last month. You will see him again shortly.

A Recruit Officer earned the title of Police Officer upon his successful completion of the basic law enforcement academy and his successful passing of the state law enforcement officer certification test. You met Officer Deshawn Sims in July and you will see him again shortly as well.

Three new Police Officers were hired who began their employment with the Town either yesterday or last Friday. One is a certified officer who will begin field training this week, and the other two are recruit officers who will begin the basic academy this week.

After introduction of the newest officers is finished, the Police Officers who are certified or recently completed the academy will recite the Oath of Honor. I will talk more about the Oath of Honor in a few minutes.

Finally, there were two internal promotions conducted which resulted in the selection of a new Captain and Sergeant. I will talk more on those in a few minutes as well.

I will begin with introductions of the three newest members of the Dumfries Police Department.

I will begin with Officer Abel Garcia.

Officer Garcia was raised by his parents in New Jersey with his two older and two younger sisters. He graduated from Clifton High School in 1998. In 2000, he obtained an Associate Degree majoring in Architectural Drafting from Lincoln Technical Institute in Allentown, PA.

Officer Garcia enlisted in the United States Marine Corps in 2004, when he voluntarily separated service and was Honorably Discharged in 2013. He is a veteran having served two combat deployments: Operation Iraqi Freedom (2007-2008) and Operation Enduring Freedom (2010-2011). He has served as a Team Leader in a Marine Corps Security Force Battalion in Kings Bay; as a Team Leader in the 3<sup>rd</sup> Battalion, 11<sup>th</sup> Marines in support of Iraqi Freedom; as a Tactics Instructor at Officer Candidate School; and as a Non-Commissioned Officer in Military Information Support Operations (Psychological Operations).

While in the Marines, Officer Garcia's assignments and duties enabled him to gain experience in leadership, mentoring, training, supervision, and managing programs and subordinates.

Mr. Garcia is also bilingual; he fluently speaks, reads, and writes Spanish.

Officer Garcia has always wanted to become a law enforcement officer. In order to help him achieve his goal, he paid his own way through the Rappahannock Regional Criminal Justice Academy. In November 2013 he successfully completed and graduated the academy, and passed the state law enforcement officer certification test.

During his background investigation, everyone we spoke with described Officer Garcia as honest, fair, and dependable. All indicated he "has what it takes" to be a good police officer.

Officer Garcia's first day with the Town was January 3<sup>rd</sup>. He will begin field training this week.

I will now introduce you to Recruit Officer Matthew D. Arnsparger.

Recruit Arnsparger was raised with an older sister by their parents in Marion, Pennsylvania. He graduated from Chambersburg Area Senior High School in 1997. That fall he enlisted in the United States Marine Corps and served until the fall of 2001, when he voluntarily separated service and was Honorably Discharged. He specialized as a mechanic and served as a Main Battle Tank Repairer/Technician.

Recruit Arnsparger also served in the Pennsylvania Army National Guard from 2004 to 2007 as a Counter Intelligence Agent.

Recruit Arnsparger has approximately eight years experience working in different areas of local government social services departments. He has experience working as an Income Maintenance Case Worker, Economic Services Caseworker, Client Benefit Specialist, and a Program Director for an organization that worked with at-risk youth,

and youth who attended an alternative school program. Work in these areas required him to interact on a daily basis with a variety of persons who were facing a variety of life challenges. Through working in these areas he learned and developed skills such as interviewing persons individually as well as in group settings, the ability to gather and analyze facts and information accurately, and the ability to correctly document gathered information. He also learned and developed his communications ability, both verbal and written.

During Recruit Arnsparger's background investigation, everyone we spoke with recommended him for the position of police officer with our agency. Persons we spoke with who had known him for some time said he has always wanted to become a police officer and thinks he would be very good as he is outgoing, friendly, and community minded.

Recruit Arnsparger's first day with the Town was yesterday. He will begin the Prince William County Basic Law Enforcement Academy January 10<sup>th</sup>.

I will now introduce you to our third new officer, Recruit Officer Ramon A. Smith.

Recruit Smith was raised with two younger sisters by their mother in Detroit, Michigan. He graduated from Southeastern High School in 2008.

In the fall of 2008, Recruit Smith enlisted in the United States Marine Corps and served until the fall of 2013, when he voluntarily separated service and was Honorably Discharged. While in the Marine Corps, he served two and one half years as a Military Police Officer. Serving as a Military Police Officer he gained knowledge and skills related to patrol techniques, searches, investigations, and criminal activity.

Recruit Smith was recognized for his mentoring and critical thinking skills and was designated as a Combat Marksmanship Coach. As a Combat Marksmanship Coach, he was responsible to instruct, coach, and provide guidance to over 150 Marines on firearms training and qualifications.

Recruit Smith is enrolled in the University of Maryland Community College and is studying criminal justice courses to enhance his law enforcement career.

During Recruit Smith's background investigation, persons we spoke with described him as: dependable, reliable, always conducts himself professionally, looks for a challenge, is mature beyond his age, and is always willing to extend a helping hand. Everyone we spoke with recommended him for the position of police officer with our agency.

Recruit Smith's first day with the Town was yesterday. He will begin the Prince William County Basic Law Enforcement Academy January 10<sup>th</sup>.

We are very fortunate that Officer Garcia, Recruit Officer Arnsparger, and Recruit Officer Smith chose our agency and we know they will be each be a positive, valuable asset to the Police Department and the citizens of the Town.

### **Oath of Honor**

I ask the following officers to stand and take their place next to the American Flag: Officer Sims, Officer Polliard, and Officer Garcia.

When Mr. Taber was the Chief of Police, he initiated the tradition of administering the Oath of Honor to police officers shortly after, or just prior to, their beginning patrol duties in the Town. This is a time when the officers begin their interaction and contact with citizens of the community. The Chief of Police administers the Oath of Honor to these Police Officers and they recite the Oath during a Town Council Meeting for the Town Council and citizens to witness. The Oath serves as a representation of their commitment of service to the citizens, Town, and Police Department.

Just as the Oath of Honor signifies officers' commitment to their service; the words contained in the Oath of Honor have meaning as well:

**Honor** means that one's word is their bond, given as a guarantee.

**Badge** is the symbol of the public office we hold.

**Integrity** is being the same person in both public and private life.

**Character** means the qualities that distinguish an individual.

**Public trust** is a charge of duty imposed in faith to those we serve.

**Courage** is having the strength to withstand unethical pressure, fear or danger.

**Accountability** means that we are answerable and responsible to our oath of office.

**Community** is the jurisdiction and public we serve.

Officers, raise your right hand and repeat after me:

*“On my honor,  
I will never betray my badge,  
my integrity,  
my character  
or the public trust.*

*I will always have the courage  
to hold myself and others  
accountable for our actions.*

*I will always uphold the constitution,  
my community, and the agency I serve.”*

I stand ready to answer any questions you may have.

### **Promotions**

I ask the following police department members to join me: Mark Robinson and Michael Fink.

This evening it is my pleasure to introduce to you the police department's recently promoted supervisors, Captain Mark Robinson and Sergeant Michael Fink.

The captain position had been vacant since I was appointed Chief of Police this past July. In July the police department was very short staffed and had five vacant police officer position vacancies. We made a commitment to fill the vacant police officer positions before filling the vacant captain position. In late November, as we finished up the background process and realized we would be able to fill the vacant officer positions, I was able to focus on filling the vacant captain position.

A goal of the police department is to promote from within whenever there are staff members who are qualified to fill those vacancies. Once the internal announcement was posted, I did not have to look long to realize Sergeant Mark Robinson was a qualified candidate for the captain position.

Captain Robinson is the most tenured officer with the police department; he has served here for over nine years. Prior to our agency, he served three years as a law enforcement officer with another Virginia agency. He served in the United States Marine Corps from 1998 to 2002, when he voluntarily separated service and was Honorably Discharged.

He is a natural leader who has the respect and works very well with all staff of the police department and Town. He has historical knowledge that is invaluable to the department and to myself. He has a good work record and has been able to transition through all of the changes that have occurred in the police department in the past few years; and he has done so with a positive, "can do" attitude.

He is always upbeat and positive. He is always available to assist with any need of the police department or Town. He works additional shifts, modifies his duty hours, and changes personal plans in order to ensure the needs of the police department and Town are met.

Earlier this year, he completed a leadership and supervisory course; and recently an advanced leadership course. On more than one occasion he has talked about using the knowledge he has learned; and how he is anxious and eager to learn how to be a better leader and supervisor.

Based upon the aforementioned, it was obvious Sergeant Robinson was an excellent candidate to fill the Captain position. He has already proven to be a loyal, trustworthy supervisor who is dedicated to helping lead the police officers and staff of the Dumfries Police Department forward, continue our professionalism, and continue to improve our performance.

Although the actual promotion took effect yesterday, at this time, I will present Captain Robinson with his Captain badge.

When the captian position was filled, a vacancy occurred for a sergeant position. Again, keeping with the police department's goal to promote from within whenever there are staff members who are qualified to fill those vacancies, an internal announcement was posted for the vacant sergeant position. Again, I was fortunate as I did not have to look long to realize Officer Michael Fink was a qualified candidate for the sergeant position. During my tenure with the Dumfries Police Department, it has become clear Officer Fink is a dedicated, professional officer who is service oriented. He has served over two years with our agency and is working to complete a Bachelor's Degree from Penn State University, majoring in Criminal Justice.

He has received no citizen complaints and has not received any disciplinary actions while employed by the police department. He is an analytical thinker who has very good attention to detail. His reports are well written, thorough, and rarely returned for correction.

He is knowledgeable beyond his years of service in case, criminal, and traffic laws. He keeps himself updated on changes to the law through his own initiative and reading. He works additional shifts, modifies his duty hours, and changes personal plans in order to ensure the needs of the police department and Town are met.

He completed Field Training Officer training last fall and is now training his third new officer. He recently completed two leadership and supervisory courses to help prepare him for a supervisory position.

He is always willing to learn something new as well as understand the "how" and "why" of procedures. Based upon his abilites and skills, he has been assigned a few tasks beyond his duties as an officer.

He grew up in Dumfries and attended local schools. He is dedicated to the department and citizens of the Town and has chosen to serve as a police officer here. He has been an officer for almost three years; during which time the department has been working through rebuilding and restructuring; and while the department has been short staffed.

Based upon the aforementioned, it was obvious Officer Fink was an excellent candidate to fill the Sergeant position. He has proven to be a dedicated officer by working hard, without complaint, and continuing to serve in a professional manner. He is enthusiastic, always strives for excellence in everything he does, and he looks forward to continuing the professionalism and to improve the performance of the police department. Again, although the actual promotion took effect yesterday, at this time, I will present Sergeant Fink with his Sergeant badge."

**IN RE:           BOARDS AND COMMISSIONS**  
**A. ARCHITECTURAL REVIEW BOARD (ARB)**

There was no report.

**B. BOARD OF ZONING APPEALS (BZA)**

There was no report.

**C. HISTORIC DUMFRIES**

Joann Barron reported the following items.

- ✓ The Weems-Botts Museum will be closed for the season, but will maintain limited hours on Saturday and Sunday.
- ✓ She offered a complimentary tour to the Police Department and their families.
- ✓ Next Saturday is Children's Day, which is full. She encouraged citizens to contact her for next month's Children's Day. There will be a traveling trunk from the White House to talk about slavery and the Underground Railroad.
- ✓ When the Museum opens in March, one of the rooms will be restaged to look like a room from WWII.

**D. PLANNING COMMISSION (PC)**

John Webb reported the following items.

- ✓ The PC participated in a joint public hearing on December 10, 2013.
  - Conditional Use Permit (CUP) for Kids Zone Daycare at 72926 Main Street.  
The PC recommended Council approve the CUP.
- ✓ The PC held a work session and regular meeting on December 16, 2013.
  - Pete Singh gave a presentation on the First Town Center project.
  - Discussed an amendment to the off-street parking ordinance.
  - Discussed the PC bylaws.
  - Approved the meeting calendar for 2014.
  - Reviewed and considered a site plan for an ice cream stand in the Dumfries Shopping Center. The PC made the recommendation that Council schedule a public hearing and approve the site plan for the ice cream stand with the condition that the plan show the location of the screened in dumpster, how the safety of the outside seating will be addressed and specifications for signage and onsite lighting.

**IN RE: COUNCIL REPORTS  
A. BOYS AND GIRLS CLUB**

Mayor Foreman noted that Ms. Reynolds had a prior engagement and would arrive to the meeting late. The agenda was provided and any questions can be directed to the Town Manager. He mentioned there had been discussions about a pilot program to transport children to the Boys & Girls Club that did not happen. He asked the Town Manager to look into the matter.

**B. PARKS AND RECREATION COMMISSION**

Mr. Wood reported the following items.

- ✓ Changes have been made to the bylaws. The Commission voted to forward the bylaws to Council for approval.
- ✓ At the next meeting, the Commission will complete the community use policy and plan events for the remaining fiscal year to possibly include a community garden program, a three-on-three basketball tournament, and praise in the park.

Mayor Foreman recommended distributing to the Commission the Virginia News Letter, Outdoors Recreation in Virginia Today: Trends and Policies. There is information about activities and demographics on how parks are used. He asked if there were any concerts planned for the park.

Mr. Wood noted the Commission is planning to discuss that at the next meeting.

Mayor Foreman recalled, that at the November 12, 2013 Council meeting, he mentioned the website and the parks. The Parks and Recreation Commission is about all the parks. The website only shows Ginn Memorial Park. The website should make a point of highlighting all of the parks amenities, location, and usage.

Ms. Washington reminded Council that a decision was made to write an article for the Virginia Municipal League (VML) magazine highlighting the transformation of Ginn Memorial Park. She inquired about the status on the article.

Mr. Taber located some historical photos of the property and was planning to have an article ready for submission by July 1.

**C. NORTHERN VIRGINIA REGIONAL COMMISSION (NVRC)**

Mayor Foreman reported the following items.

- ✓ A NVRC 2014 Quick Guide was provided to Council.
- ✓ The Legislative Agenda was forwarded to Richmond.
- ✓ Discussions were had on what projects were going to be worked on in 2014.

**D. NORTHERN VIRGINIA TRANSPORTATION AUTHORITY (NVTA)**

Mayor Foreman reported the following items.

- ✓ The next meeting will be his last meeting as the Town's representative.
- ✓ He will go back to being the representative on the Planning Coordination Advisory Committee (PCAC).
- ✓ The highlight from the meeting was the Memorandum of Agreement (MOA) between the counties and the towns. The Town's portion of the money from House Bill 2313 will go to NVTA and then to the County. The Town controls the project priorities. The project is commenced, the Town pays the bill, and then Prince William County (PWC) has 30 days to reimburse the Town. The goal is 20 days.
- ✓ The Virginia Department of Transportation (VDOT) did a presentation on how it will evaluate and rate projects that are submitted. There will be three criteria that will be looked at, which are weighed, and then moved forward.

**E. NORTHERN VIRGINIA CIGARETTE TAX BOARD**

There was no report.

**IN RE: STAFF PRESENTATIONS**

**A. DIRECTOR OF COMMUNITY SERVICES – CYDNEY NEVILLE**

Mr. Taber informed Council the Director of Community Services was unable to attend the meeting and to email any questions they might have to him.

Ms. Washington informed Council that she would like to contact PWC for permission to send information/brochures home with students regarding the Dumfries Cares Program.

Mayor Foreman asked if the senior luncheons could be posted on the Town’s website.

Mr. Taber noted that concern was expressed with advertising the luncheon could draw more people than has been budgeted for or that can be accommodated. He indicated the dates would be posted.

Mr. Wood requested an update on the Black History Program scheduled for the 8th.

**B. PLANNER/ZONING ADMINISTRATOR – LAURA O’DELL**

Ms. O’Dell reported the following items.

- ✓ The First Town Center project is moving forward. A CUP has been submitted and all the necessary land has been acquired. The plan is to build a four-story building, which would include developing Market Street, which is currently a paper street, and consist of several hundred residential units on top of one floor of commercial.

- ✓ Council adopted the Virginia Maintenance Code and an appeals board is required. Advertising is being done now to find citizens to serve on the appeals board. The appeals board will serve as the Building Code appeals board too.

Mayor Foreman mentioned the letter that was received from Pat Vagonis, owner of the Elwey Building, who provided signatures in regards to the Grass Roots CUP. He recommended that staff review the list for business licenses noting that EMSI, Weber Specialty Service Line, and Service Source are not listed as having a business license. He asked where staff was on this.

Mr. Taber responded that the Town is in the process of getting contact information for those businesses to pursue action.

Mayor Foreman pointed out that several trucks on Stage Coach Road are using the area as a staging site. He inquired about whether there is an easement in place that allows this.

Mr. Taber looked into it. He explained it is VDOT property; however, the Town controls the roadway and no parking signs will be installed.

Mayor Foreman noticed the Town is scheduling a refresher course on easements and what is permitted in the Chesapeake Bay Act with the Department of Environmental Quality (DEQ) and asked if the Army Corp of Engineers could give a refresher class.

Ms. O'Dell would try to get one set up. The DEQ training will be at the PC meeting February 10.

Mr. Wood requested copies of the First Town Center project for Council. He asked what the status was on the parking lot expansion for Grace Church.

Ms. O'Dell stated the Town cannot go outside of the State regulations and staff is trying to creatively determine whether it constitutes redevelopment. The Town Attorney is looking into the issue.

Mr. Brewer asked if Pete Singh would be at the joint ARB and PC meeting to discuss his project.

Ms. Odell responded he would.

Mr. Toney asked for more information on the meeting with the Potomac Landfill.

Ms. O'Dell explained the Town created a zoning designation for landfills. A letter was submitted to rezone the property.

Mr. Taber explained that the Landfill would like to expand vertically. The Town is meeting with representatives from the Landfill on Thursday to clarify the application. The Landfill will not proceed with the letter until the Town acts on the stipulation order. The amendment is to expand vertically rather than horizontally and in return, they are willing to set a 15-year closure date. The Landfill will be before Council to discuss the request.

Mr. Toney asked about the notice of violation that was issued for the illegal church.

Ms. O'Dell explained that churches are not permitted in the B-1 or B-2 district without a CUP.

Mr. Brewer asked if it was State Code that requires a CUP for churches.

Ms. O'Dell would have to look into it.

Mr. Brewer expressed concern regarding the Landfill and the ability to control the impacts of the property, especially in a storm event. He asked staff to find out how they plan to mitigate their impacts.

Mr. Wood asked if there were any new complaints about the odor from the Landfill.

Mr. Taber explained that all complaints are sent to the Landfill and then to DEQ.

Ms. Washington asked what the status was on the billboard that fell down.

Ms. O'Dell explained the Town has done everything possible and exhausted all of its resources. It is up to VDOT to take action. She mentioned it could take years to resolve. She noted that Clear Channel owns the sign and they refuse to remove the sign because they are afraid that they will lose the sign since it is a non-conforming use.

Ms. Washington asked if the Town could remove the billboard and be reimbursed for the expense by the company who owns the sign.

Mr. Taber clarified that the Town cannot remove the sign. He explained it is not that VDOT is not doing anything, but VDOT has rules and regulations that require time for a response, etc. He mentioned that Clear Channel does not want to even communicate with the Town anymore.

Ms. Forrester recommended that citizens email Clear Channel at [chrisashley@clearchannel.com](mailto:chrisashley@clearchannel.com). She did not want to continue discussing the Landfill case because it has been brought up several times in the past and there is nothing new being presented or any other case that has been discussed before. She also asked why the BADR Academy was requesting a CUP since the Council had recently denied this same request.

Ms. O'Dell clarified that they are seeking a new location.

**C. DIRECTOR OF PUBLIC WORKS – RICHARD WEST**

Mr. West noted the efforts of the Public Works crew with keeping the streets and drainage open through the heavy rain, ice, and snow. He asked Council if they had any questions or comments.

Mayor Foreman asked if the Town was going to work with Dick Burke to make sure the deadlines for NVTAs are met.

Mr. West noted Council would be discussing the list during a work session.

Mayor Foreman mentioned the traffic light at Graham Park Road and Main Street needs to be fixed. There appears to be a timing disparity that conflicts with adequate movement.

Mr. West noted the timing does go out occasionally and he will have it checked.

Mayor Foreman pointed out the guardrail at Possum Point Road and Route 1 was taken down by the Town; however, trucks are driving on the berm and pedestrians are now exposed, which is a very dangerous situation. The sound wall being constructed adjacent to Tripoli Heights needs to be continuous and asked staff to check with VDOT to make sure the wall will be. It appears that the water in the creek that goes through Prince William Estates is increasing and it should be included in the Town's stormwater management.

Mr. Brewer explained the Town has tried to remedy the situation but the area is private property.

Ms. Washington expressed concern with the Mine Road improvement due to water collecting on the road again.

Mr. West would look into the matter.

Mr. Toney expressed concern over the lack of sidewalks on Fraley Boulevard between Williamston Drive and Possum Point Road. He would like to find a resolution to the problem. He would also like to see more lighting in that area and near the shopping center.

Mr. West explained the lack of lighting and walkways is a concern and that funding is being considered during the mid-year budget review. He mentioned the projects needed to be added to the Capital Improvement Program (CIP).

Mr. Taber felt it would be more appropriate for the funding to be part of the Multimodal project noting that it does not appear that there will be enough funding during the mid-year budget review.

Mr. Toney pointed out that this should be a priority and needs to be funded.

Mr. Brewer asked when Verizon was going to start relocating the poles in Tripoli Heights. Mr. West responded it was up to Verizon; however, he would try to get more information.

**D. CHIEF OF POLICE – CHIEF EDWARDS**

Chief Edwards asked Council if they had any questions.

Mayor Foreman asked how many tickets were written, on average, at the intersection of Graham Park Road and Main Street.

Chief Edwards would need to get the numbers. She explained that once a Police Officer pulls one person over the other drivers stop at the light.

Mayor Foreman asked that the Police Department routinely, but not at the same time every day, oversee the intersection. He also requested that the Town channel be updated to reflect the changes in staff.

Chief Edwards was going to look at the website and the channel to check the listings to make sure that they were up to date.

Mr. Toney commented that the Police Department has come a long way since he first served on the Council. He is reassured by the positive changes. He believes that Chief Edwards and Officer Moody are doing a fine job. He asked how many Police Officers were on staff.

Chief Edwards responded with eleven.

Ms. Washington commended Chief Edwards on the excellent choices of the newly hired Police Officers and that they reflect the diversity of the Town.

Mr. Wood pointed out that over half of the force are former United States Marines.

**E. TOWN ATTORNEY – OLAUN SIMMONS**

Mr. Simmons reported the following items.

- ✓ Certificates of take are being prepared for Parcel 8 and 18 of the Tripoli project. A letter will be provided to the property owners informing them of what the Town intends to do prior to filing. An offer to settle was received on Parcel 38, which he intends to continue negotiations, but he may need to move forward with a certificate of take.
- ✓ Research was conducted on the Family Medical Leave Act, which he provided a memo to the Town Manager about.
- ✓ Research is being conducted on the development and construction in the RPA. In accordance with Council's suggestions, a summary of those findings will be

provided to Council by the end of the week. This will also be scheduled for the January 21 Work Session.

- ✓ Lien releases were prepared for property owned by Edgar Gonzalez at 17733 Main Street.
- ✓ Performed criminal and traffic prosecutions on December 11, 12 and 19.

Mayor Foreman asked what the status was on the litigation for the automobile business that constructed an illegal addition. He understands that may need to go to a closed session and requested a packet be put together on it. He complemented Ms. O'Dell on the report that she gave, which generated a question for the Town Attorney. The Town needs to legally obtain copies of all correspondence that DEQ has had with the Landfill from January 26, 2011 to present. He asked if the Town has copies.

Mr. Simmons would look into it.

Mayor Foreman stated they needed to make sure that there were no gaps in the correspondence. If Council is going to meet with the Landfill, they should first meet in a work session without the Landfill present in order to ask questions of staff. In order to save paper, he asked that Council receive the materials electronically. He would like the information at least three to four weeks prior to the work session in order to be prepared.

Mr. Brewer asked if Parcel 8 and 18 of the Tripoli project were part of the hold up.

Mr. West responded that they were not.

**F. TOWN MANAGER – DAN TABER**

Mr. Taber asked Council if they had any questions.

Mayor Foreman asked where the Town was on the Healthy Eating Active Living (HEAL) Community Health initiative.

Mr. Taber responded there was an amended copy that went back for discussion and he would move it up on the priority list.

Mayor Foreman asked if the Council would have the 2013 actuals prior to the mid-year budget review.

Mr. Taber expected to have them by February 1.

Mayor Foreman noted that prior to building the budget; meetings need to be scheduled with Historic Dumfries, the homeowners' associations in the Town, and Dumfries Business

Association. He asked what the status was of the VML Annual Achievement Award. They are due in the March/April timeframe.

Mr. Taber believed the deadline is April 1 and it would be a priority.

Mayor Foreman stated that the Town uses Google Business and asked if it was secure.

Mr. Taber responded that Teresa Young, IT Manager, has completed some preliminary work and will have something for the Council at the work session.

Mayor Foreman asked for an update on the historical markers and the walking tour.

Mr. Taber indicated initial contact has been attempted or made with the property owners where Council is interested in placing the markers. One property owner will not give permission and the other has not responded. The Town will move forward with installing markers on the property owned by the Town.

Mayor Foreman asked about getting a staff member certified to be a conservator of the peace.

Mr. Taber indicated Terry Myers, Assistant Public Works Director, is in the process of being certified.

Mayor Foreman requested having the false alarm registration fee posted on the Town's website. House Bill 66 is in front of legislation for a School Resource Officer (SRO) that states each School Board in coordination with local law enforcement agencies, shall place at least one full time SRO in each public elementary and secondary school in the division. All costs of those provisions shall be paid solely from the lottery proceeds fund. He is sending a letter to Senator Torian and Senator Puller to ensure that the language includes towns.

**IN RE: COUNCIL REPORT ON MEETINGS WITH ELECTED OFFICIALS PERTAINING TO THE TOWN (NONE)**

**IN RE: CLOSED SESSION**

Mr. Wood moved, seconded by Mr. Foreman, to convene into closed session. The motion carried and the following resolution was adopted by the following roll call vote: Mr. Brewer, yes; Mr. Foreman yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

**WHEREAS, the Dumfries Town Council desires to discuss a particular subject in Closed Session during the course of its meeting of January 7, 2014; and**

**WHEREAS, the discussion, consideration, or interviews of prospective candidates for appointment to a board, committee, or commission and discussion of performance**

evaluation is expressly permitted by Section 2.2-3711(A)(1) of the Code of Virginia, 1950, as amended.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of Dumfries does hereby convene in Closed Session for the purpose(s) herein expressed pursuant to the legal authorities herein recited.

Mr. Wood moved, seconded by Mr. Foreman to reconvene into open session. The motion carried and the following resolution was adopted by the following roll call vote: Mr. Brewer, yes; Mr. Foreman yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, absent; Ms. Washington, yes; Mr. Wood, yes.

**WHEREAS**, the Town Council of Dumfries has completed its discussion in Closed Session, and now desires to continue its meeting in Open Session; and

**WHEREAS**, each and every member of this said Council who votes affirmatively for the adoption of this Resolution does thereby certify that, to the best of his/her knowledge, only public business matters lawfully exempted from Open Session were heard, discussed, or considered during the Closed Session, and that the only subjects heard, discussed, or considered in said Closed Session were the matters identified in the Resolution by which it was convened.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of Dumfries does hereby reconvene in Open Session at its meeting of January 7, 2014 and certifies the matters set forth in Section 2.2-3712(D) of the Code of Virginia, 1950, as amended.

**IN RE:           ADJOURNMENT**

Mr. Foreman moved, seconded by Ms. Forrester, to adjourn the meeting. The motion carried by the following roll call vote: Mr. Brewer, no; Mr. Foreman yes; Ms. Forrester, yes; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, yes; Mr. Wood, yes.

Minutes submitted by

Approved by

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Dawn Hobgood  
Town Clerk

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Gerald M. Foreman  
Mayor