DUMFRIES, VIRGINIA
Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

17755 Main Street
Dumfries, Virginia 22026-2386
Tel: 703-221-3400 /Fax: 703-221-3544
www.DumfriesVirginia.org

DUMFRIES TOWN COUNCIL
REGULAR SESSION MINUTES
NOVEMBER 1, 2011, 7:00 PM

Present: Vice-Mayor West, Councilors Barr, Foreman, Forrester, Jurgensen, Toney
Absent: Mayor Yohey, Christine Sanders, *Town Attorney* and Teresa Johnson, *IT Manager*

Others Present: Daniel Taber, *Town Manager*; Chief Forker, *Chief of Police*; Richard West, *Asst. Director of Public Works;* Debi Sandlin, *Dir. of Community & Economic Development;* David Moss, *Zoning Administrator;* Cydny Neville, *Director of Community Services;* Retta Ladd, *Deputy Town Clerk;* and approximately 12 citizens.

Vice-Mayor West called the meeting to order at 7:00 PM and welcomed the citizens in attendance as well as those watching from home.

There were no amendments to the agenda. Vice-Mayor West asked for a motion to approve the agenda as presented.

Councilman Toney so moved, seconded by Council Lady Barr, ayes: Forrester, Toney, Foreman, Barr, Jurgensen, West; absent: Yohey, motion carried.

The invocation was addressed with a moment of silence; followed by the Pledge of Allegiance.

CITIZEN COMMENTS

Kate Shifflett, Image Church, 17650 Possum Point Road, gave on update on the event held October 15, 2011, called **I-Walk**. Ms. Shifflett stated there were 115 walkers and $10,000 was raised to benefit ACTS, to help families in need. Ms. Shifflett stated the family festival at the park afterwards was a great success, and a plan for next year's event is already underway. Ms. Shifflett stated she would like to thank the town police officers for their support in helping to see that the event ran smoothly and thank the town officials for their support as well. Ms. Shifflett gave an **"I-Walk"** t-shirt to each council member.

Eileen Thrall, 18312 Possum Point Road, Chairman of "Friends of Quantico Bay". Ms. Thrall stated a focus group was formed (reported was provided with the list of members) to work together to find solutions to the Bay's problems of poor water quality, invasive aquatic vegetation, inadequate water flow and siltation. Ms. Thrall stated she will continue to update the Council as the group meets.

CITIZEN COMMENTS (cont)

Councilman Foreman asked Ms. Thrall for contact information, stating he would like to get a member of his homeowners association on the board of "Friends of Quantico Bay".

Ms. Thrall provided Councilman Foreman with that information.

Patrick Bennett, a resident of Triangle, addressed the Council concerning the town property on Graham Park Road. Mr. Bennett stated that maybe a better use of the property would be to provide "garden plots" where residents could rent X amount of space for planting a garden. Mr. Bennett stated the rental of the plots would bring in revenue for the town and save the residents money on their grocery bills.

Council Lady Barr advised Mr. Bennett that the issue has been discussed, several citizens have recommended the same use and in the draft plan for the park there is an area set aside for that.

Councilman Toney, Chair of the Park Committee, stated he believes Council Lady Barr was the individual who brought up the idea and he would like to invite Mr. Bennett to the committee's next meeting; however recreation is the primary focus for the Graham Park Road property.

Mr. Taber stated he would like to add that the Director of Community Services is looking into this idea as well with other properties the town owns.

Council Lady Jurgensen stated she would like to thank Victoria for participating in this idea.

MAYOR'S COMMENTS

Vice-Mayor West stated as many already know, Mayor Yohey is in Potomac Hospital, in ICU, he is in critical but stable condition. Vice-Mayor West asked everyone to keep Mayor Yohey in their prayers.

STAFF REPORTS

Town Manager's Report - Mr. Taber stated the Town Manager's report was provided in Council's packet. Mr. Taber reviewed his report with Council.

There were no questions for Mr. Taber.

Town Treasurer's Report – Mrs. Ladd stated her report was provided to Council in their packet.

Councilman Foreman stated his question is regarding the **Litter Control** expenditure line item, **10-444-4800**.

Mr. West stated according to Mr. Tkac the invoices paid from that line item were FY11 invoices.

STAFF REPORTS (cont)

Town Treasurer's Report - Mrs. Ladd stated the invoices paid from that line item were for demo of the buildings on the properties the town purchased and hauling away of the debris.

Mr. Taber stated the information he received was the same as Mr. West that the invoices paid were FY11 invoices, but he will get Councilman Foreman the correct answer.

Councilman Toney asked about **check #22594** to **Berkley Group** in the amount of **$1600.00**.

Mrs. Ladd stated she could not tell Councilman Toney what the check was written for without pulling the invoice; however she will do that tomorrow and get that information to Council.

Vice-Mayor West advised Council that if they have questions after reviewing any reports provided to them, if they would ask them prior to the meeting their questions could be answered at that time.

Chief of Police Report – Chief Forker stated his report was provided in Council packets.

Councilman Toney stated in the past he had requested that the number of juveniles cited or arrested be part of the police report.

Chief Forker asked Councilman Toney if he is asking for traffic violations.

Councilman Toney stated any illegal activity involving juveniles.

Chief Forker stated he will make sure that number is provided in the future.

Council Lady Jurgensen asked Chief Forker the strength of the police department.

Chief Forker stated there are six (6) sworn officers and himself. Chief Forker stated they are looking at bringing on a new officer around mid December.

Council Lady Jurgensen stated she would like to thank Officer Moody for patrolling her neighborhood.

Councilman Foreman stated he would like to commend the staff for driving in the neighborhoods, he really appreciates that.

Councilman Toney stated there were officers in his neighborhood last night, and he would like to commend the towns "singing cop," Officer Fields, he does the department proud.

Vice-Mayor West asked Chief Forker if the donations are coming in for "Christmas in Dumfries?"

Chief Forker stated yes, the shopping with the children is scheduled for December 3rd and any volunteers would be appreciated.

STAFF REPORTS (cont)

Director of Public Works – Mr. West, Asst. Director of Public Works, reporting for Mr. Tkac, stated the report was provided in Council packets. Mr. West highlighted some items from the report.

Council Lady Barr stated going back to the storm drainage system that Mr. West reviewed in his report, and as she asked at last Council meeting, are they being digitized.

Mr. West stated they have started their evaluation of the drainage systems and they are being digitized to make work sheets to evaluate individual sections, it's going to take a while but they are working to have the whole system digitized and to be a part of Prince William County's mapper or to put on the towns website. Mr. West stated they are looking at a couple of other alternatives as well.

Council Lady Barr stated she is aware there are some old sections of drainage pipes, and at the VML conference there was a company there that does "lining" of pipes, wherein they blow in resin of some sort and it makes a synthetic lining so pipes don't have to be dug up. Council Lady Barr asked Mr. West if they had looked into that option because it seemed to be very cost effective.

Mr. West stated there are instances where putting in a liner to an existing pipe is easier and less disruptive than digging up the system and laying new pipe. Mr. West stated they are just in the preliminary part of their evaluation and they are going to assess the whole system and determine which areas need the most attention right away; however they will keep that option in mind.

Councilman Toney asked for an update on "Ginn Park." Councilman Toney stated in reading the Town Manager's report they seem to be at the same point they were a month ago.

Mr. West stated they are waiting on one more contractor to give some pricing and then they can move ahead with abandoning the two septic tanks, removal of the underground storage tanks and the abandonment of the existing well, and they should have those prices by the end of the week.

Councilman Toney stated that sounds like what he heard last time.

Mr. Taber advised Councilman Toney that he meet with Mr. Tkac today on several issues and Mr. Tkac advised him that he was going to have the recommendation on the awarding of the bid for having the septic tanks and storage tank removed by one contractor and the abandonment of the well by another contractor by the end of November.

Councilman Toney stated that is good news.

Councilman Toney thanked public works for the signs at the school.

Vice-Mayor West thanked public works for getting the striping done on Fairfax Street.

STAFF REPORTS (cont)

Director of Public Works - Council Lady Barr stated as you are going out of town toward Triangle, just pass the gas station at Curtis Drive, there has been some clearing out of trees and there is a lot of debris that can be seen from the street, she asked that it be looked at.

Mr. West stated he would look into it.

Vice-Mayor West stated she believes Council should have received an email from Mr. Tkac in response to questions that Councilman Foreman had regarding his report. Vice-Mayor West stated this is exactly how they should be receiving this type of information, by going through their packets, asking their questions and getting the response back from staff.

Director of Economic Development – Ms. Sandlin stated her report was provided in Council packets. Ms. Sandlin highlighted some items from her report. Ms. Sandlin stated she would like to thank Council Lady Jurgensen, Councilman Toney, and Officer Fields for their support and help at the Fall Festival and/or Job Expo.

Ms. Sandlin stated she would also like to thank two individuals who worked behind the scenes preparing for the fall festival. Ms. Sandlin asked Council Lady Jurgensen and Councilman Toney to join her at the podium to recognize and present certificates of appreciation to Donald Howard and Ray Lowry.

Councilman Toney stated the fall festival was attended by all members of the Council, as well as the Town Manager.

Council Lady Jurgensen stated they were truly blessed that day, it was a great day and she is grateful for all the hard work.

Council Lady Barr stated she, along with her nieces and nephews had a fantastic day and had so much fun they actually forgot to eat and missed out on all the food vendors.

Vice-Mayor West stated she would like to add her thanks to Ms. Sandlin and all who participated to make the day a success.

Director of Community Services – Ms. Neville stated her report was provided to Council in their packets. Ms. Neville stated she would like to thank public works for their help in getting the community center set up. Ms. Neville stated she would like to thank the parade committee for all their help as well.

Vice-Mayor West asked Ms. Neville if there is an entry fee for the parade participants.

Ms. Neville stated the fee was waived.

Council Lady Jurgensen thanked Ms. Neville for a great report.

STAFF REPORTS (cont)

Director of Community Services – Council Lady Barr stated this is completely off what is in Ms. Neville's report, but one of the things that came up at VML, was when people move into a town, they don't feel part of the town. Council Lady Barr stated she just wants to throw this out there, "**Dumfries Diplomats**," wherein citizens (maybe seniors) living in the community could reach out to the new citizens and if they have any questions to be a point of contact. Council Lady Barr stated she was thinking that could be an interesting concept for the Town of Dumfries.

ADOPTION OF CONSENT AGENDA

Council Lady Forrester so moved, seconded by Councilman Toney, ayes: Jurgensen, Barr, Foreman, Toney, Forrester, West; absent: Yohey, motion carried.

PRESENTATION

Vice-Mayor West asked Mrs. Elsie Garrison to join her at the podium; wherein Vice-Mayor West read a proclamation from Council in honor of Mrs. Garrison's 90th birthday.

Mrs. Garrison thanked the Council for the honor and stated she has enjoyed living in the town, that she has lived here 44+ years and loves it. Councilman Foreman advised Mrs. Garrison that we love her too.

ACTION ITEMS

a. **Contract for Vehicle Maintenance & Repair** – Council Lady Jurgensen so moved, seconded by Council Lady Barr; ayes: Forrester, Toney, Foreman, Barr, Jurgensen, West; absent: Yohey, motion carried.

b. **Contract for On-Call Civil Engineering** – Councilman Toney so moved.

Council Lady Forrester asked about points received by Rinker Design Associates, since they are a certified woman owned business.

Mr. West stated their designation was not a specific, separate part of the analysis, so there is not a point break down for that.

Councilman Toney stated when he noticed they were on the list and a check had already been written to them, he was just curious of the prior association with the company.

Mr. West stated the town had put out an interim RFP during a period when they had needed some consultation work done right away and he believes both, RDA and Berkley had been working under that interim RFP.

Mr. West stated this RFP is a little bit more involved and geared more toward highway projects.

ACTION ITEMS (cont)

b. **Contract for On-Call Civil Engineering** – Council Lady Jurgensen stated she would like to make a motion to approve contracts to the two highest ranked firms for on-call civil engineering, seconded by Council Lady Barr; ayes: Jurgensen, Barr, Foreman, Toney, Forrester, West; absent: Yohey, motion carried.

c. **Consider release of Performance Bond-Potomac Cove, Phases 2 & 3** – Council Lady Barr moved not to release the bond, seconded by Council Lady Jurgensen.

Councilman Foreman stated Piccard is the same company that has cut trees and they have fallen onto homeowners properties and they need to be cleaned up and it needs to be documented before release of any bond, as well as having questions answered about whether or not there is a HOA and responsibilities of the common area.

Vote: ayes: Forrester, Toney, Foreman, Barr, Jurgensen, West; absent: Yohey, motion carried.

d. **Committee to work on format & content of newsletter to make it compatible with the town website** – Council Lady Barr made a motion that Council appoint a Council committee to review, redesign and contemporize the Dumfries Town newsletter, seconded by Council Lady Jurgensen.

Council Lady Barr stated the reason for the request - she has been tailgating off of a couple of things that have been successful already. Council Lady Barr stated she believes everyone would agree that the website is a great success – that came from a Council committee, she believes everyone would agree that the "Ginn Park", as it moves forward, is also a great success, also a Council committee – the Fall Festival also had a Council committee.

Council Lady Barr stated a Council committee has a couple of Council people on it, a staff liaison, and also citizen's participation, it's a lot of work and takes a lot of time.

Council Lady Barr stated Council committees involve community – and believes it is the right time and opportunity, because they have had three different people, in three months, assigned to the newsletter.

Council Lady Barr stated she would like to have not only Council, but an editorial board made up of businesses and citizens and have student editors as well, to write editorials, which would like good on their college applications or future job applications.

Councilman Foreman stated he agrees that they have had three people who have done the newsletter, Ms. Neville is now on board, with outstanding ideas, there are eight pages, all outstanding, and he is not sure a committee is necessary.

Council Lady Forrester stated the Council are policy makers, if they want to participate fine, but she feels it would be a miss use of the Councils role.

ACTION ITEMS (cont)

d. **Committee to work on format & content of newsletter to make it compatible with the town website** - Council Lady Jurgensen stated she has enjoyed working on committees, discussing and hearing different ideas.

Councilman Toney stated as a proponent of committees; if someone wants to volunteer he thinks it is a good thing to move forward with. Councilman Toney stated what Council Lady Forrester said has merit; however he believes that the Council knows the difference between policy making and serving on a committee.

Vice-Mayor West she thinks it has been shown that those Council committees that have been established, and Council members have served on, have worked.

Vote: ayes: Jurgensen, Barr, Toney, Forrester, West; nays: Foreman; absent: Yohey, motion carried.

Council Lady Jurgensen moved that Council Lady Barr be Chair of the committee to work with Ms. Neville, seconded by Councilman Toney, ayes: Forrester, Toney, Foreman, Barr, Jurgensen, West; absent: Yohey, motion carried.

Council Lady Barr moved that Council Lady Jurgensen be Co-Chair, seconded by Council Lady Forrester, ayes: Jurgensen, Barr, Foreman, Toney, Forrester, West; absent: Yohey, motion carried.

COUNCIL COMMENTS

Council Lady Forrester stated the Mayor is in her and her daughters prayers.

Councilman Toney stated he would like to echo Council Lady Forrester's comments.

Councilman Foreman stated he too would like to echo Council Lady Forrester and Councilman Toney's comments. Councilman Foreman stated he would like to wish happy birthdays to the Air Force 9-18-11; Navy 10-13-11; Marine Corp 11-10-11; and salute Veteran's Day 11-11-11.

Council Lady Barr stated the Mayor is in her prayers. Council Lady Barr stated she would like to thank the town for coming out and participating in the town events.

Council Lady Jurgensen stated her family is thinking about the Mayor; she asked for donations to ACTS; and she would like to thank Matt Simmons who volunteered.

Vice-Mayor West stated the Town of Quantico's Christmas parade is December 4, 2011 and as always the Town Council is invited to participate. Vice-Mayor West stated if any Council member is interested in participating to please contact her.

Vice-Mayor West stated the joint ARB meeting scheduled for November 8, 2011 has been changed due to the elections, to December 13, 2011.

CLOSED SESSION

Council Lady Forrester moved to enter closed session under Virginia Code § 2.2-3771A (5) Economic Development Prospect; Virginia Code § 2.2-3711A (7) Potential Litigation; and Virginia Code § 2.2-3771A (1) Personnel; seconded by Council Lady Jurgensen, ayes: Forrester, Toney, Foreman, Barr, Jurgensen, West; absent: Yohey, motion carried.

CLOSED SESSION (cont)

Council came back into open session at 9:19 pm. Council Lady Forrester read the certification that only closed session items were discussed. Council Lady Barr so moved, seconded by Council Lady Jurgensen, five ayes, Councilman Toney not present for vote.

Councilman Foreman moved to amend the Parking Franchise Agreement as discussed in closed session, seconded by Council Lady Forrester, 6 ayes, motion carried.

ADJOURN

Council Lady Barr moved to adjourn, seconded by Council Lady Forrester, 6 ayes, motion carried.

Minutes submitted by

Retta Ladd
Deputy Town Clerk/Treasurer

Approved by

Nancy West
Vice-Mayor