



OCCOQUAN TOWN COUNCIL

Meeting Minutes

Town Hall - 314 Mill Street, Occoquan, VA 22125

Tuesday, October 15, 2024

7:00 p.m.

Present: Mayor Earnie Porta; Vice Mayor Jenn Loges; Councilmembers Nancy Freeborne Brinton, Eliot Perkins, Cindy Fithian, and Theo Daubresse

Absent: None

Staff: Adam Linn, Town Manager / Chief of Police; Matt Whitmoyer, Deputy Town Manager; Philip Auville, Town Clerk; Julie Little, Events Director; Asma Rupani, Town Treasurer; Jason Forman, Deputy Chief of Police

1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

No one spoke during citizens' time.

4. CONSENT AGENDA

a. Request to Accept September 17, 2024, Town Council Meeting Minutes

Councilmember Perkins moved to approve the Consent Agenda. Councilmember Freeborne Brinton seconded. Motion passed unanimously by voice vote.

5. MAYOR'S REPORT

Mayor Porta reported the following:

- On September 21st, he was a judge along with Councilmember Perkins at the Oktoberfest Costume Contest at the Mill Street Draft Garden.
- On September 25th, he was invited to speak at the groundbreaking of Occoquan Elementary School. He also expressed his gratitude to volunteers at the Craft Show Volunteer Meeting.
- On September 27th - 29th, he participated and volunteered in the Fall Arts and Crafts Show.
- On September 29th, he led the Island Naming Dedication for the Army Corps of Engineers Dike in the Occoquan River.
- On September 30th, he attended the viewing of Deputy Chief of Police Forman's father.
- On October 1st, he attended the service for the passing of Deputy Chief of Police Forman's father.
- On October 3rd, he gave an update on Occoquan to the River Ridge Community.
- On October 5th, he attended and spoke with the FOTO cleanup volunteers.
- On October 8th, he participated in the Arbor Day tree planting along with Vice Mayor Loges.
- On October 10th, he gave historic tours of the town to two groups from AARP.
- On October 11th, he emceed the last Trivia Night of the season in River Mill Park.
- On October 12th, he attended the gallery exhibit at Local Colour for the Occoquan-themed work

of Steve Celis.

6. COUNCILMEMBER REPORTS

Councilmember Perkins noted that he and staff met with the Prince William County Planning Office to discuss trail connections into Town. He also noted that he is meeting with staff to discuss the firelight nights.

Councilmember Freeborne Brinton complimented the success of the Fall Arts and Crafts Show and noted that the Prince William County Health Department is doing a Community Health Assessment.

Vice Mayor Loges noted that she has received complaints about mail being returned to sender at the post office even with the PO Box listed. She spoke with the Postmaster who indicated that the distribution system in Fairfax is returning the mail and placing the undeliverable stickers on it. The Postmaster indicated that she attempted to look into the matter but determined there was nothing she could do.

Mayor Porta asked staff to confirm with the Postmaster the allegation that the mail was not being properly processed in Fairfax. If that is the case then the town may need to consider contacting Congresswoman Spanberger's Office about the issue.

7. BOARDS AND COMMISSIONS

Architectural Review Board (ARB) Chair Seefeldt reported that the ARB met on September 24th and the board reviewed and approved one exterior elevation application for a greenhouse.

Councilmember Perkins reported that the Planning Commission met on September 24th and thanked Town Council for their feedback on the Planning Commission's Comprehensive Plan. The meeting focused on reviewing the feedback and prioritizing the goals for the Planning Commission.

8. ADMINISTRATIVE REPORTS

a. Town Attorney Report

Mr. Crim provided a written report as part of the agenda packet. There were no questions.

b. Town Treasurers' Report

Ms. Rupani provided a written report as part of the agenda packet.

Ms. Rupani added that Bann Thai paid a partial payment on Meals Taxes owed from November to February. Currently a bank lien is being drafted for the remainder owed and there is a criminal court hearing for failing to pay meals taxes in December.

Mayor Porta asked for unanimous consent to move up on the agenda Item 10a. 2024 Fall Arts and Crafts Show Report. There being no objection the item was moved up on the agenda.

9. DISCUSSION ITEMS

a. 2024 Fall Arts and Crafts Show Report

Councilmember Fithian arrived at 7:24 pm.

Ms. Little provided a written report as part of the agenda packet.

Mayor Porta noted that he was pleased with the all the work and hours put into the Craft Show by Ms. Little and staff.

Councilmember Daubresse noted that some visitors were confused about having to pay to ride the shuttles and suggested that if possible more signage might be appropriate at the shuttle lots.

Ms. Little replied that currently the a-frame signs used at the shuttle lots are one-sided, and she will look into adding a second side in case the sign is turned around.

Councilmember Perkins asked how feedback should be handled.

Mayor Porta noted all feedback should be directed to the Town Manager.

Councilmember Perkins also noted the success of Imagination Alley.

Mayor Porta added that due to potential scheduling conflicts at the current location the future site of Imagination Alley may change.

Mayor Porta asked for clarification on parking tickets and reckless driving summons that he heard were issued during the Craft Show.

Mr. Linn replied that parking violations were issued to all vendors that were parked in the Post Office parking lot on Sunday since it was a private lot and affected the port-a-johns located in the lot. He indicated that all vendors were advised that they would be ticketed in prior emails starting at Riverfest in June. The reckless driving tickets were issued to individuals who drove within the event space before police had opened the roads back up on Saturday. Drivers were warned prior to being issued summons and only those that ignored the warning by police were cited. Under the State Code the only violation drivers could be charged with while driving in the VDOT-closed event area was reckless driving for putting the safety of pedestrians within the event area at risk. Mr. Linn also noted that the Town Prosecutor is prepared to reduce the charge from reckless driving to improper driving, which is an amendment to the charge only the prosecutor can make, not the town police.

Mr. Forman added that for the next show more vehicle barriers will be added to the vendor parking lots within the event space to help limit any attempted driving within the event.

10. ADMINISTRATIVE REPORTS

c. Administrative Report

Mr. Linn provided a written report as part of the agenda packet.

Mr. Linn added that Ms. Little will be retiring in May and that Tammy Hassett has agreed to continue working with the Town and to then transition to the Events Director position upon Ms. Little's retirement. He also noted that he spoke with the developer at the Mill at Occoquan and found out the developer had engaged new engineers for the project and that the budget for the project has changed. The developer hopes to install the sales trailer by mid to late November and then begin the demolition process between January and February 2025.

Mayor Porta noted that the Strategic Framework Tracker is excellent and that it is helpful to see the progress of projects; he also and noted the success of the way in which staff has addressed the water

issue on Mill Street.

Councilmember Fithian asked if the temporary signage violation at 199 Union St. was taken care of and if the temporary signage on the residence above the business was in violation too.

Mr. Whitmoyer advised that one sign code violation was identified on the business property and had been abated. Staff advised that they would check with the Zoning Administrator and Town Attorney as to the residential use part of the property and how the sign code for the business district would apply to it.

Councilmember Perkins noted that the timed parking violations had dropped in September.

Mr. Linn replied that the lower number was from there being no timed parking enforcement during the Fall Arts and Crafts Show. He also noted that the Parking Enforcement Officer has been told to cut back on expired vehicle inspections violation unless they were more than six months expired in order to focus on timed parking violations.

Councilmember Daubresse asked about the new cameras in Town.

Mr. Forman replied that some of the cameras are town-owned and are a closed-circuit network. The other cameras on the utility poles which are lower to the ground are owned by Prince William County and are being tested by the County for their emergency management. The cameras are not being used to monitor citizens.

11. REGULAR BUSINESS

a. Request to Adopt Ordinance O-2024-06 Imposing Administrative and Collection Fees upon Delinquent Accounts

Vice Mayor Loges moved to adopt O-2024-06 as presented. Councilmember Perkins seconded. Motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Perkins, Councilmember Freeborne Brinton, Councilmember Fithian, and Councilmember Daubresse

Nays: None

12. CLOSED SESSION

Vice Mayor Loges moved that the Council convene in closed session to discuss the following as permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving: discussion or consideration of the acquisition of real property for a public purpose; specifically involving riverfront property in Occoquan, because discussion in an open meeting would adversely affect the Town's bargaining position or negotiating strategy. Councilmember Perkins seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 8:33 p.m.

The Council came out of closed session at 8:52 p.m.

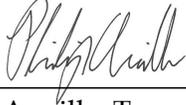
Vice Mayor Loges moved to certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Seconded by Councilmember Perkins. The motion passed unanimously by roll call vote.

Ayes: Vice Mayor Loges, Councilmember Daubresse, Councilmember Freeborne Brinton,
Councilmember Fithian, Councilmember Perkins

Nays: None

13. ADJOURNMENT

The meeting was adjourned at 8:54 p.m.



Philip Auville, Town Clerk