



OCCOQUAN TOWN COUNCIL
Meeting Minutes
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, February 18, 2025
7:00 p.m.

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

Absent: None

Staff: Adam Linn, Town Manager / Chief of Police; Matt Whitmoyer, Deputy Town Manager; Philip Auville, Town Clerk; 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

Mayor Porta noted that he had finished scanning the Town Council Minutes from the 1930's and he briefly read an excerpt from the Town Clerk from the August 11, 1938, minutes.

Mayor Porta also noted that he spoke with the developer of the Mill at Occoquan, Kevin Sills, regarding any construction progress. Mayor Porta mentioned that Mr. Sills indicated that the estimates for construction cost are now significantly more expensive than when the project was approved, as a result of the below grade parking and that Mr. Sills wondered if Council would be open to revisiting the possibility of adding an additional floor to the project. Discussion to revisit the possibility of adding additional floors was moved to the end of the agenda.

3. CONSENT AGENDA

The Request to Set a Joint Meeting with the Planning Commission on its Annual Report, was removed from the consent agenda for discussion. Councilmember Perkins moved to remove the item from the Consent Agenda. Councilmember Fithian seconded. Motion passed unanimously by voice vote.

a. Request to Accept February 4, 2025, Town Council Meeting Minutes

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

4. DISCUSSION ITEMS

a. Request to Set Joint Meeting with the Planning Commission on its Annual Report

Mr. Linn noted that per the Town Code the Planning Commission is supposed to provide a draft annual report to the Town Council at the latter's December meeting, with a final report due at a joint meeting with the Town Council before the Town Council budget work sessions (Sec. 33.07).

Mayor Porta noted that the joint meeting will need to be held before adoption of the budget and asked if the final report will be provided before the April joint meeting.

Mr. Perkins replied that the final report will be finalized at the Planning Commissions next meeting and distributed to the Council ahead of the joint meeting.

Councilmember Perkins moved to set a joint meeting on April 15, 2025, to review the Planning Commission's 2024 Annual Report. Vice Mayor Loges seconded. Motion passed unanimously by voice vote.

b. 2025 Landscaping Plan

Mr. Whitmoyer made a presentation on the 2025 Landscaping Plan. He highlighted the necessity of using native plants in accordance with the Town Code. The goals for landscaping in CY2025 are to enhance public spaces and ensure low-maintenance landscaping. He noted that an RFP had been released and any contract with a company will have clear timelines for plantings to ensure they align with town events.

Mr. Whitmoyer responded to brief questions from the Council on the landscaping plan.

c. Budget Work Session #1 - Strategic Framework / eSummons / Mamie Davis

Mr. Linn made a presentation and briefed the Town Council on updates to the Strategic Framework and the proposed budget covering the E-Summons Fund, and the Mamie Davis Fund. Mr. Linn responded to various questions from the Council.

Council moved to provide opinions on revisiting the additional floors on the Mill at Occoquan directly to the Mayor, who will provide Council's opinions regarding revisiting the possibility of adding additional floors to Mr. Sills.

5. 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)(1), a personal matter involving: Discussion, consideration or interviews of prospective candidates for employment or appointment and assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the Town Staff and proposed Public Works Maintenance Associate. Councilmember Perkins seconded. Motion passed unanimously by voice vote.

The Council went into closed session at 8:39 p.m.

The Council came out of closed session at 9:08 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

6. BUSINESS AFTER CLOSED SESSION

Mayor Porta asked for unanimous consent to add to the agenda two items regarding personnel. There being no objection, the items were added to the agenda.

Vice Mayor Loges moved to authorize up to \$18,000 for the Town Manager to increase the compensation of Town Staff as he finds appropriate. Councilmember Fithian seconded. Motion passed by roll call vote.

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

Nays: None

Vice Mayor Loges moved to authorize the Town Manager to extend an offer and hire James Auville, who is the Town Manager's step-son and there by related to the Town Manager upon the condition that the Town Manager is not directly responsible for the supervision of James Auville and further that any concern or complaint regarding the family relationship between the Town Manager and their related employee would go directly to the Mayor for review. Councilmember Fithian seconded. Motion passed by roll call vote.

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

Nays: None

7. ADJOURNMENT

The meeting was adjourned at 9:12 p.m.



Philip Auville, Town Clerk