



OCCOQUAN TOWN COUNCIL
Regular Meeting Minutes - DRAFT
Town Hall - 314 Mill Street, Occoquan, VA 22125
Tuesday, July 18, 2017
7:00 p.m.

Present: Mayor Liz Quist, Vice Mayor Pat Sivigny, Councilmembers Jim Drakes, Cindy Fithian, and Joe McGuire
Staff: Kirstyn Jovanovich, Town Manager; Chris Coon, Town Clerk; Olan Simmons, Vanderpool, Frostick & Nishanian; Bruce Reese, Town Engineer; Adam Linn, Chief of Police
Absent: Councilmember Matthew Dawson; Martin Crim, Town Attorney

1. Call to Order

Mayor Quist called the meeting to order at 7:01 p.m.

2. Pledge of Allegiance

3. Citizens Time

Ken Strafer, VFW Post 7916, requested that Town Council waive the rental fee for River Mill Park to allow the VFW to host an event for P.O.W. /M.I.A. Day on September 15, 2017. He also invited Council to come to the VFW after the event for live music and meal.

It was moved to waive the fee for River Mill Park for the P.O.W. /M.I.A. Day event on September 15, 2017.

A motion was made by Councilmember Fithian, seconded by Vice Mayor Sivigny that the Action Item be approved. The motion carried by poll vote, unanimous.

David Brunsman, 212 W. Locust, requested information regarding the shooting that occurred in the Town of Occoquan. He had specific questions that Chief Linn stated he would address what he could during his report.

Mercedes Doyle, Good News Community Kitchen, requested that Town Council waive the rental fee for River Mill Park to allow a Back to School Community Cookout in River Mill Park on August 12, 2017.

It was moved to waive the fee for River Mill Park for the Back to School Community Cookout event on August 12, 2017.

A motion was made by Councilmember Drakes, seconded by Councilmember Fithian that the Action Item be approved. The motion carried by poll vote, unanimous.

4. Approval of Minutes

It was moved to approve the minutes of the June 6, 2017 Regular Meeting Minutes and the June 20, 2017 Work Session Meeting Minutes.

A motion was made by Councilmember Drakes, seconded by Councilmember McGuire that the Action Item be approved. The motion carried by poll vote, unanimous.

5. Councilmember Reports

Councilmember Fithian wanted to welcome Ms. Jovanovich back to work. She also reported that Occoquan River Communities will be holding a state of the Occoquan Cruise in August, date to be determined. She also indicated that the Occoquan River Communities Board met and they are in the process of determining if they will transition into a new entity. They have indicated that the organization has met many of the goals it was created to address and serve the community.

Councilmember Drakes indicated that he read the Use-Of-Force General Orders and he has some comments, nothing major, he would like to send to Chief directly.

6. Mayor's Report

No Report

7. Staff Reports

A. Town Attorney: Mr. Crim was not present; however, Olan Simmons was filling in for Mr. Crim. Mr. Simmons provided no report. No questions were received.

B. Town Engineer: Mr. Reese, Town Engineer, submitted a report as part of the meeting agenda. He reported:

i. Kayak/Canoe Ramp - Mr. Reese indicated that there has been more interest in the second advertisement of the invitation to bid. Bids are due on July 31, 2017.

C. Building Official: Mr. Barbeau was not present, however, his report was submitted as part of the meeting agenda. No questions were received.

D. Town Manager: Ms. Jovanovich submitted a manager's report as part of the meeting agenda. She also reported on scheduling a public safety discussion on a future work session regarding a department assessment process and community survey on public safety.

Mr. Reese reported that the second Washington Street traffic study was performed in July by Prince William County and the study did not meet the average speed of 30 mph. The Prince William County Transportation Department is under the opinion that Washington Street is not eligible for any traffic calming devices.

Vice Mayor Sivigny indicated that last time they did the study it was not in the correct location. He also indicated that he would like to have given input on where the study should have been done.

Chief Linn stated that he asked the County for an additional study because the first study was not in the correct location and Council requested a second study to be performed. In addition, he requested that the County advise him of when the study was to be performed, but the Town did not receive advanced notice of the study date. After Council discussion, the Town decided to elevate the speeding issue with Supervisor Anderson's office. Mayor Quist stated that she would reach out to discuss with Supervisor Anderson and report back to Town Council.

Councilmember Drakes inquired about when the LOVE sign would be fixed. Ms. Jovanovich indicated that the Maintenance Supervisor is working on developing the quote to repair the work, but did not have a time frame for completion. She further noted that she was working to obtain a grant to add vegetation that would reduce the ability to climb on the signage.

Vice Mayor Sivigny inquired about the removal of unused Verizon cables on Dominion poles. Mr. Coon indicated that Dominion had been contacted and no response had been received at that time.

- E. **Town Treasurer:** Ms. Rodriguez was not present; however, a treasurer's report was submitted as part of the meeting agenda.

Councilmember Fithian inquired about the length of delinquency required for a final notice being sent. Ms. Jovanovich stated that due to position transition, several final notices have been sent. She also indicated that all of the individuals on the list have been contacted and that the longest Real Estate delinquency has been an ongoing issue.

- F. **Chief of Police:** Chief Linn provided his June 2017 report with the agenda packet. Chief Linn also introduced new Auxiliary Officer Brian Neff.

Chief Linn addressed Mr. Brunsman's questions from Citizens Time. Chief indicated that this is an ongoing investigation and the case has been transferred to the Prince William County Violent Crimes division of Prince William County Police Department. He also stated that on July 12, 2017, at 10:15 p.m. he responded to the area of Colonial Dr. and Washington St. in Occoquan to investigate a shooting that was reported. He stated that he and a Prince William County Officer were the first two officers on scene and they located an unoccupied vehicle that had sustained extensive damage and appeared to be struck multiple times by various bullets. When additional officers arrived they secured the area and began to locate victims. They located two victims, a male and female juvenile, both sustained gunshot wounds and were transported to the hospital for injuries that were non-life threatening. He was able to indicate that the shooting was not random and that arrests have been made. More information will be

available after the investigation has concluded. He also stated that he has included this area to his regular patrol route through Town.

Councilmember McGuire inquired about an arrest and transportation of an individual in the Town. He asked if Chief Linn was the officer that transported the individual. Chief Linn indicated that he was not the officer to transport the individual. He stated that a Prince William Officer in field training was the officer who transported the individual to the Magistrate Office. Councilmember McGuire then inquired about how Chief Linn will transport suspects if necessary. Chief Linn indicated that if he needed to use the Police SUV he would use the same procedure as Virginia State Police and place the individual in the front passenger seat. He also indicated that the Police Crown Victoria has a cage to allow for transportation.

Councilmember McGuire inquired about the day of the shooting and where Chief Linn was when he responded. Chief Linn indicated that he was on duty in Town on another call under the Route 123 Bridge. He indicated that when the call for the shooting came over the radio he cleared from the previous call under the bridge and was one of the first officers on scene. Councilmember McGuire inquired about more information about the shooting. Chief Linn indicated that due to the ongoing investigation he could only disclose that the individuals were not visiting someone in Town.

G. Boards and Commissions:

Planning Commission did not meet in June 2017.

Brenda Seefeldt report that the Architectural Review Board reviewed three exterior elevations that were approved.

8. Regular Business

8A. Zoning and Subdivision Ordinance Revised Final Draft Review

Town Council discussed the need for a comprehensive summary of changes to the ordinances, to include how comments from the Town Attorney, Engineer, Zoning Administrator, and other staff and Councilmembers have been addressed. The Council directed staff to request a summary and invite the consultant to the August 1, 2017 meeting to discuss the final draft with Council.

This Item was deferred to the August 1, 2017 meeting.

8B. Request to Set Not-To-Exceed Amount for Parking Study

Town Council discussed what information would be provided to Council upon completion of the study. Multiple Councilmembers requested specific examples of what information would be provided. In addition, the Town Council requested that traffic, specifically cut-through traffic and looking into traffic impact related to one way versus two way flow, be included as part of this study. Town Council requested a member of this study group attend the Town Council Meeting in August. Town Council directed staff to work with the consultant to revise the scope to include traffic, provide a fee schedule, provide examples of similar studies and invite to attend the next meeting.

This Item was deferred to the August 1, 2017 meeting.

8C. Request to Approve Bond Release Request and a One-Year Maintenance Agreement for Vistas at Occoquan

It was moved to approve the release of the Vistas at Occoquan landscape/subdivision, performance, and site and erosion control bonds in the amount of \$314,989.60, and accept the one-year Maintenance Agreement on installed landscaping in the amount of \$4,974.50

A motion was made by Councilmember Fithian, seconded by Councilmember Drakes that the Action Item be approved. The motion carried by poll vote, unanimous.

8D. Request to Adopt an Ordinance to Amend the Code of Occoquan to Create the NOVA Arts and Cultural District

It was moved to adopt the proposed ordinance to amend the Town Code to establish the NOVA Arts and Cultural District.

A motion was made by Councilmember Fithian, seconded by Vice Mayor Sivigny that the Action Item be approved. The motion carried by poll vote, unanimous.

8E. Request to Award Contract for Snow Removal Services

It was moved to extend the existing contract with Virginia Lawn Service for snow and ice removal services for one year, Fiscal Year 2018, and to set a not-to-exceed amount of \$5,000.

A motion was made by Vice Mayor Sivigny, seconded by Councilmember McGuire that the Action Item be approved. The motion carried by poll vote, unanimous.

9. Adjournment

The meeting was adjourned at 8:35 p.m.

Christopher Coon
Town Clerk