

**DUMFRIES TOWN COUNCIL
REGULAR MEETING
TUESDAY, JUNE 3, 2008
7:00 PM**

Present: Mayor Yohey, Vice-Mayor Washington, Council Lady Via, Council Lady Bradley, Council Lady Cornell, Councilman Lopez, Councilman Brewer

Also Present: David Whitlow, Town Manager; Kristi Caturano, Town Attorney; Chief Calvin Johnson, Greg Tkac, Director of Public Works; Retta Ladd, Treasurer; John Shaw, Director of Community Development; Cathy Holtzlander, Director of Community Services; Donna Johnson, Town Clerk; 4 citizens

Mayor Yohey called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited followed by the invocation given by Vice-Mayor Washington.

Citizen's Comments

Mrs. Elsie Garrison a resident of Prince William Estates thanked everyone for their support in sponsoring her to walk in the Relay for Life Walk. She said she walked five miles.

Mayor's Comments

Mayor Yohey went over the meetings he had attended the previous month. He said this would be the last televised meeting of the outgoing Council Members and he thanked them for all their hard work.

Mayor Yohey announced that Sam Bauckman had passed away and the services had been held the previous Friday at Dumfries United Methodist Church.

Mayor Yohey said that he would be proposing a list of policy changes at the July 1st regular meeting.

The Mayor said that he had attended a meeting regarding the future of the General Heiser Boys and Girls club on Dumfries. He said that Home Depot is going to spend \$70,000.00 to update the club. He also stated that there would be no more after school program after the end of the current school year. The club was going to become a teen center.

Mayor Yohey also discussed the VML course for newly elected officials that would be held in July in Williamsburg, VA.

Town Manager's Report

Mr. Whitlow reported that during the month of May he was involved in the following activities:

Meetings with Rhodeside and Harwell to review work on the master plan for recreation at Garrison Park, followed by a meeting of the steering committee. Another meeting with the consultants is anticipated in the next few weeks.

He met with Dick Burke and Delegate Frederick to discuss the possibility of utilizing funds previously earmarked for a debris wall for other transportation projects within the Town. Mr. Whitlow said he will be sending letters to the residents of Prince William Estates asking for their opinions.

He said he had sponsored a driver training session with VML insurance Programs for all non-police staff. He said this would be conducted annually to try to enhance our safety program and reduce our loss ratio.

Mr. Whitlow thanked Mrs. Holtzlander for filling in for him during his absence.

Treasurer's Report

Mrs. Ladd gave her report as follows:

**Schedule of Receipts and Expenditures
for the Month of May, 2008**

Old Balance	\$ 443,171.83
Plus Receipts	303,366.39
Minus transfer of funds from General Checking to Payroll for May, 2008	133,054.15
Minus Elect Transfer	
- FICA	19,574.04
- FWT	14,890.70
Minus Expenditures	150,918.48
New Balance	\$ 428,100.85

Police Chief's Report

Chief Johnson said he had provided his report but would like to touch on a couple of items. He said he would like to welcome Officer Brian Fields back from Iraq. He also said that he and several of his officers had participated in Captain Mackey's mother's funeral. He said the service went very well.

Mayor Yohey asked about a report from Major Bernard that he had requested in April. Chief Johnson said he would check on it for the Mayor.

Director of Public Works Report

Mr. Tkac reported that May had been a very busy month cleaning ditches, storm drains, and cleaning up other debris. He said he was trying to ensure that storm drains are up to par.

He said he had been a little behind regarding cutting the grass, etc. but he was working to get it all caught up.

Mr. Brewer said at the April 22nd meeting he had discussed problems with the ditch across from his house flooding and Mr. Tkac told him that he would fix it. He said it had not been fixed as yet.

Mr. Tkac said that he did have the work scheduled.

Mr. Lopez wanted to know when the next parking committee meeting was going to be held. Mr. Tkac told him the meeting was scheduled for June 12, 2008.

The Mayor wanted to know about high grass and Mr. Tkac told him Mr. Shaw and the Codes Compliance Officer was handling the high grass.

Director of Community Development's Report

Mr. Shaw said he met with the Planning Commission to discuss revisions to parking regulations regarding parking of vehicles on grass in yards in residential districts. He said the Planning Commission had also discussed the Capital Improvements Plan with Mr. Tkac.

Mr. Shaw stated that he had attended a meeting with the consultants and recreation facilities advisory group to discuss options for a Master Recreation Plan for Garrison Park and adjoining town-owned property.

He said he had been working on updating the fee schedule for planning, zoning and building permits.

Mr. Shaw said he and Mr. Whitlow assisted the City of Moss Point, Mississippi with developing a management plan for their CDBG project associated with Hurricane Katrina relief efforts.

Building Department Activities

Mr. Shaw reported that the Building Official reviewed building plans and issued 27 permits including building, electrical, plumbing, mechanical, signs, site work, and occupancy permits, etc. The total fees collected for the month for permits was \$2,541.11. He said this was consistent for the 1st quarter.

Codes Compliance Activities

Mr. Shaw reported that the Codes Compliance Officer and Building Official issued 142 Violation Notices in the month of May. Of these 142 violations, 100 or 70% have been closed. The 100 violations that have been closed are all grass violations.

Mrs. Bradley wanted to know if the Codes Compliance Officer had to go out again after a person had been cited and the problem had been corrected. She said going out every 10 days was not enough when the grass was growing fast.

Mr. Washington said the two lots on Duke Street had been cut and they looked good.

Mayor Yohey wanted to know if we hired a contractor to cut the grass if they were going to be paid hourly and he was told yes.

Mrs. Bradley wanted to know if we were going to have to monitor the contractor. Mr. Shaw said we will have to check from time to time to see that the work is timely. We need to verify it.

Mr. Tkac said Mr. Shaw will work directly with the contractor. He also said he felt the contractor would do a decent job as he had been working for other local jurisdictions for years.

Mayor Yohey said a typical townhouse to be cut, using two people would be no less than \$165.00 and a single family home would be \$225.00.

Mr. Whitlow said the prices were higher because it is an on-call service.

Director of Community Services

Mrs. Holtzlander reported that she met with Mrs. Wilma Vaughn from Quantico Public Affairs Office to discuss the quarterly Civ-Mil evening social to be held on Wednesday, June 11 at 7pm in Merchant Park.

Mrs. Holtzlander also reported that Ms. Juanita Belanger from the Office of the Attorney General was the guest speaker who proved a presentation on investment fraud for the monthly seniors/retiree meeting on May 16th.

The next senior/retiree meeting will be held on Friday, June 20th at 1pm in the Community Center. This will be the last meeting of the summer. Meetings will be resumed in September.

There will be a Community Vandalism meeting on Thursday, June 12th at 7pm in the Council Chambers.

Ms. Lambe reported that the Post Office would be conducting a course on Ebay mailing, etc. on June 6th at the Community Center.

Town Attorney's Report

Ms. Caturano said she had nothing to report except what would be discussed in closed session.

Mayor Yohey asked about the repair of Old Stage Coach Road. Ms. Caturano said repairs were made but it was now falling back into disrepair.

The Mayor said he had a letter from Prince William County regarding trucks coming in and out of Possum Point Road daily. He stated the trucks will only run certain hours a day and minimal hours on the weekend. He said at present the trucks were starting between 5 and 5:00 am.

Ms. Caturano said she had spoken with Chief Johnson and he was going to adjust their schedules, but he did not discuss their proposed hours.

Mayor Yohey asked Ms. Caturano about a list of projects that Mr. Bendall had been working on. He was supposed to provide this list to the Mayor. Ms. Caturano said she would discuss this with Mr. Bendall and report back to the Mayor.

Adoption of Consent Agenda

Mrs. Bradley made a motion to adopt the consent agenda with a second by Mr. Brewer. Ayes: Washington, Via, Bradley, Cornell, Lopez, Brewer, Yohey, Motion carried.

Information Items

None

Action Items

Approval of Urban Construction Program Administration Agreement

Mr. Tkac went over the benefits of the Urban Construction Program that were discussed at the work session the previous week. He said that it was the recommendation of the Public Works Department to enter into the Administration Agreement.

Mr. Brewer made a motion to enter into the Urban Construction Program Administration Agreement with a second by Mrs. Via. Ayes: Brewer, Lopez, Cornell, Bradley, Via, Washington, Yohey. Motion carried.

Uncodified Ordinance to Ratify Department Heads and Other Designated Employees of The Town of Dumfries

Mr. Whitlow said based on a discussion at the work session the previous week he had written an uncodified ordinance to ratify the following positions and persons holding said positions as follows:

Chief of Police	Calvin Johnson
Director of Public Works	Gregory Tkac
Director of Community Development	John Shaw
Director of Community Service	Cathy Holtzlander
Treasurer	Retta Ladd
Town Clerk	Donna Johnson

He said this ordinance would take effect immediately upon its adoption.

Mrs. Bradley made a motion to adopt the ordinance with a second by Mr. Washington. Ayes: Washington, Via, Bradley, Cornell, Lopez, Brewer, Yohey. Motion carried.

Discussion Items

Mrs. Cornell said at the last meeting it was mentioned that \$1,000.00 was going to be spent on the Swearing in Ceremony for the new Council Members and she thought this was too much money to spend. A lengthy conversation took place about amounts spent on other similar events and the last Swearing in Ceremony. Mayor Yohey said in 2006 that \$1,200.00 was spent.

Mrs. Holtzlander said in 2004 when Mrs. Bradley, Mrs. Via and Mr. Lopez were sworn in that \$500.00 was spent. Mr. Brewer wanted to know whose budget this money came from. Mr. Whitlow told him it came from the Town Council's budget.

Mr. Lopez said he would not support any motion for \$1,000.00; only what was needed to be spent out of \$1,000.00.

Mrs. Cornell said she felt that no more than \$750.00 for the entire event should be spent, and it should be taken out of the Town Council's budget.

Mr. Washington made a motion to spend no more than \$750.00 for the Swearing in Ceremony and the money was to come out of the Town Council's budget. The motion was seconded by Mr. Brewer. Ayes: Brewer, Lopez, Cornell, Bradley, Via, Washington, Yohey. Motion carried.

Mrs. Cornell made a motion that any event held for Council the funds were to be taken out of the Town Council's budget. The motion was seconded by Mrs. Bradley. Ayes: Washington, Via, Bradley, Cornell, Lopez, Brewer, Yohey. Motion carried.

Council Members Time

Mr. Washington said a "well done" to the outgoing Council Members.

Mrs. Via expressed her condolences to Martha Black on the loss of Charlie. She also thanked Mr. Whitlow and said he had a very professional staff. She thanked Mr. Brewer, she also thanked Mrs. Garrison for walking in the Relay for Life Walk, and she also welcomed Brian Fields back from Iraq.

Mrs. Bradley said she wished to thank the staff and she also sent out condolences to the Black and Bauckman families.

Mrs. Cornell said she had no comment.

Mr. Lopez thanked the community and he also sent out a welcome to the new Council members.

Mr. Brewer said Thursday, Friday, and Saturday there were going to be a lot of graduations in the area and he told all the graduates to have a good time but to be safe.

Mrs. Bradley made a motion to enter closed session citing Virginia code 2.2-3707 under Virginia Code 2.2-3711 A. (1) personnel, and (7) probable litigation.

Council entered closed session at 8:50 PM.

Submitted by:

Approved by:

Donna A. Johnson, CMC
Town Clerk

Fred E. Yohey, Jr.
Mayor

