

**MINUTES  
HAMILTON TOWN COUNCIL  
JOINT TOWN COUNCIL AND PLANNING COMMISSION PUBLIC HEARING  
OCTOBER 10, 2014**

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**CALL TO ORDER:**

Mayor Simpson called to order the Joint Public Hearing at 7:00PM.

**PUBLIC HEARING:**

- a) Waiver of Landscaping Requirement for Site Plan HAML-2007-0002
- b) Amendment to SU-13-101 to Realign Fiber Optic Cable

There being no public comment Mayor Simpson closed the public hearing.

**TOWN COUNCIL**

PRESENT: David R. Simpson, Mayor  
Kenneth C. Wine, Vice Mayor  
Brent Campbell, Council member  
John Unger, Council member

ABSENT: Dimitri Kesari, Council member  
Michael Snyder, Council member  
Craig Green, Council member

STAFF: Maureen Gilmore, Town Attorney  
Lori Jones, Treasurer  
Daniel Galindo, Zoning Administrator  
Jennifer Helbert, Recorder

**PLANNING COMMISSION**

Chairman McCann called to order the special meeting of the Planning Commission.

PRESENT: Robert McCann, Chairman  
Les Carlson, Vice-Chairman  
Lauren Hunt, Commissioner  
Greg Wilmoth, Commissioner

ABSENT: Craig Green, Council member  
Russ Beal, Commissioner  
Larissa Borst, Commissioner

**ACTION ITEMS:**

- a) Waiver of Landscaping Requirement for Site Plan HAML-2007-0002
- b) Amendment to SU-13-101 to Realign Fiber Optic Cable

Vice Chairman Carlson made a motion that in order to ensure the safety and uninterrupted operation of the Town's utility system, he moved that the Planning Commission recommend Town Council approval for the waiver of the landscaping requirement for HAML-2007-0002 and the realignment of the fiber optic cable location from the site's southern boundary as approved in SU-13-101 to within the existing access drive for 41 South Rogers Street.

Motion: Vice Chairman Carlson  
Second: Commissioner Wilmoth  
Carried: 4-0-3

There being no further business for the Planning Commission the special meeting adjourned at 7:05PM.

**CALL TO ORDER:**

Mayor Simpson called to order the regular meeting of the Hamilton Town Council at 7:06PM.

**TOWN COUNCIL**

PRESENT: David R. Simpson, Mayor  
Kenneth C. Wine, Vice Mayor  
Brent Campbell, Council member  
John Unger, Council member  
Dimitri Kesari, Council member – Late 7:30PM

ABSENT: Michael Snyder, Council member  
Craig Green, Council member

STAFF: Maureen Gilmore, Town Attorney  
Lori Jones, Treasurer  
Daniel Galindo, Zoning Administrator  
Jennifer Helbert, Recorder

**PUBLIC COMMENT:**

None Scheduled

**GUESTS:**

Jeff Mitchell & Megan Jollon – Mitchell & Co, PC – FY2014 Comprehensive Annual Financial Report

Mr. Mitchell came forward to give a report to the Town Council.

**APPROVAL OF MINUTES:**

Council member Kesari made a motion to approve the minutes of September 8, 2014 as amended.

Motion: Council member Kesari  
Second: Council member Campbell  
Carried: 5-0-2

Simpson - Aye  
Unger - Aye  
Kesari - Aye  
Green - Absent  
Campbell - Aye  
Snyder - Absent  
Wine - Aye

**MAYOR'S REPORT:**

**Utility Pole Update** – Mayor Simpson stated that he had a meeting this week with all of the parties involved with the moving of the utility pole which were Dominion Power, Verizon and the Hamilton Baptist Church and they came to the conclusion that the pole can be moved, however it will cost the Town \$18,858.42 to move it. Mayor Simpson indicated that there is also the possibility of going to the County next year and asking to be reimbursed as part of their CIP as the Town did with the speed signs.

Council member Campbell made a motion that the Town Council allocate the money to move the utility pole.

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Motion: Council member Campbell  
Second: Vice Mayor Wine  
Carried: 5-0-2

Simpson -	Aye
Unger -	Aye
Kesari -	Aye
Green -	Absent
Campbell -	Aye
Snyder -	Absent
Wine -	Aye

Mayor Simpson will continue to try to get the utility company to pay for this or help with the funding to move the utility pole.

**New Town Truck** – Mayor Simpson indicated that the new Town truck is due in sometime this week.

**WATER AND SEWER COMMITTEE:**

Mayor Simpson stated that the Town used a camera truck to look at the St. Paul Street main.

Mr. Wilmoth stated that he had a company come out and look at the laterals as well as the main. He stated that the reason that they had someone come out and camera the lines is because they noticed that there was some water standing in the lateral months ago and lateral kept blocking. He stated that they opened the lid on the lateral and could see water coming in the side at the bottom of the cleanout so the Town will be having a company come out next week and take a short section of the lateral out and put in another clean out.

**PARKS AND RECREATION COMMITTEE:**

Mayor Simpson stated that staff is going to remove the old horseshoe pits and sandbox because they have deteriorated to just rotten wood with two stakes sticking up. He stated that staff is also putting the tire swing back together and will have it up and installed in the next couple of weeks.

Mayor Simpson stated that the Town also received a \$500 check and a letter of thanks from the Reston Bike Club for the use of the park.

**TREASURER'S REPORT:**

**Monthly Treasurer's Report** – Ms. Jones issued a report to the Council and answered any questions that they had about the report.

Council member Kesari made a motion to accept the Treasurer's Report.

Motion: Council member Kesari  
Second: Vice Mayor Wine  
Carried: 5-0-2

Simpson - Aye  
Unger - Aye  
Kesari - Aye  
Green - Absent  
Campbell - Aye  
Snyder - Absent  
Wine - Aye

**FINANCE COMMITTEE:**

None Scheduled

**PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE:**

**Sidewalk Grants Status** – Council member Campbell gave an update regarding this item.

**PERSONNEL COMMITTEE:**

None Scheduled

**PLANNING COMMISSION:**

Chairman McCann stated that as the Council is aware the Planning Commissioner recommended approval of the two applications that were brought forward tonight for public hearing.

**OLD BUSINESS:**

**Comcast Franchise Agreement Draft** – Ms. Gilmore stated that she has done some research to see what other jurisdictions have done because this franchise agreement is nonexclusive but it expired long ago. She stated that many jurisdictions have gone with receiving Requests for Proposal (RFP) to open it up to other carriers. She stated that we could do it in such a way that there would not be too much preparation necessary. The Town would just run an ad that would say that the Town of Hamilton is accepting proposals for cable service within its corporate limits and see what the Town gets. The Council agreed that they would like to go out with an RFP.

**Sewer Connection Extension for Properties in the Hamilton Sewer Tax District** – Ms.

Gilmore stated that the sewer agreement that we have does not have a sunset provision, it doesn't even say that people have to hook up by a certain time, however the ordinance does address it somewhat so you will notice that on the pages where staff has the draft amendments, staff has changed the language based upon what the Council discussed last month, that the Town would give the people that have not hooked up, which is 48 people (37 have paid and 11 have not), the 11 who have not paid would pay the prevailing fee at the time that they decide to connect.

Council member Campbell made a motion that the Town Council direct staff to hold a public hearing for this item in December.

Motion: Council member Campbell  
Second: Council member Kesari  
Carried: 5-0-2

Simpson -	Aye
Unger -	Aye
Kesari -	Aye
Green -	Absent
Campbell -	Aye
Snyder -	Absent
Wine -	Aye

**NEW BUSINESS:**

**Application for Utility Connection/Availability – 150 South St. Paul Street** – Council member Unger made a motion that the Town Council approve the application for utility connection at 150 South St. Paul Street.

Motion: Council member Unger  
Second: Council member Kesari  
Carried: 5-0-2

Simpson -	Aye
Unger -	Aye
Kesari -	Aye
Green -	Absent
Campbell -	Aye
Snyder -	Absent
Wine -	Aye

**Draft Water and Sewer Ordinance Amendments** – This item was discussed earlier.

**Additional Sewer Loan Principal Payment** – Ms. Jones gave an update to the Council regarding this item.

**Loudoun County FY2016 County Regional Organization Funding** – Mayor Simpson stated that he will be working on this item to meet the deadline of Friday, November 21, 2014.

**Halloween Hours – Friday, October 31, 2014, 5PM -9PM** – Council concurred with the times for trick or treating.

**Change dates of pay from the 15<sup>th</sup> and last day of the month to biweekly on Fridays** – Vice Mayor Wine made a motion to amend Section V.B.I of the Town of Hamilton Personnel Policies to read:

“The Town Council shall establish the hours of work for all Town employees. The standard scheduled workweek for which salary is paid consists of 40 hours, and begins 12:00AM Thursday and ends 11:50PM the following Wednesday. This does not preclude the establishment of specified schedules other than (4) hours in a given workweek for other employees if approved by the Town Council.”

Motion: Vice Mayor Wine  
Second: Council member Kesari  
Carried: 5-0-2

Simpson - Aye  
Unger - Aye  
Kesari - Aye  
Green - Absent  
Campbell - Aye  
Snyder - Absent  
Wine - Aye

**Waiver of Landscaping Requirement for Site Plan HAML-2007-0002 & Amendment to SU-13-101 to Realign Fiber Optic Cable** – Council member Kesari made a motion that in order to ensure the safety and uninterrupted operation of the Town’s utility system, he moved that the Planning Commission recommend Town Council approval for the waiver and based upon the recommendation of the Planning Commission, he moved that the Town Council approve the waiver of the landscaping requirement for HAML-2007-0002 and the realignment of the fiber optic cable location from the site’s southern boundary as approved in SU-13-101 to within the existing access drive for 41 South Rogers Street.

Motion: Council member Kesari  
Second: Vice Mayor Wine  
Carried: 5-0-2

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Simpson - Aye  
Unger - Aye  
Kesari - Aye  
Green - Absent  
Campbell - Aye  
Snyder - Absent  
Wine - Aye

**2014 Holiday Schedule** – Council member Campbell made a motion to adopt the County Holiday schedule for the Town of Hamilton employees.

Motion: Council member Campbell  
Second: Council member Kesari  
Carried: 5-0-2

Simpson - Aye  
Unger - Aye  
Kesari - Aye  
Green - Absent  
Campbell - Aye  
Snyder - Absent  
Wine - Aye

**ADJOURNMENT:**

There being no further business the meeting adjourned at 8:30 PM.

  
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David Simpson, Mayor  
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Jennifer L. Helbert, Recorder