

AGENDA
TOWN COUNCIL MEETING
HAMILTON, VA
Monday, February 9, 2015
7:00PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DETERMINATION OF QUORUM

PUBLIC COMMENT

GUESTS

MINUTES – Discussion and Approval

- Town Council Meeting – January 12, 2015 (Pgs. 3- 7)

MAYOR’S REPORT

- Possible Committee Changes

WATER & SEWER COMMITTEE (Campbell, Simpson, Snyder, Wine)

- Schedule Committee Meeting

PARKS & RECREATION COMMITTEE (Campbell, Simpson, Unger, Wine)

TREASURER’S REPORT (Jones)

- February Treasurer’s Report – postponed until March 9, 2015 Meeting

FINANCE COMMITTEE (Kesari, Simpson, Unger, Wine)

PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE (Green, Kesari, Simpson, Wine)

PERSONNEL COMMITTEE (Simpson, Snyder, Wine)

PLANNING COMMISSION (McCann, Green)

- BZA Meeting Tuesday, February 10, 2015 7:00pm
- Planning Commission Public Hearing & Meeting Wednesday, February 18, 2015

OLD BUSINESS

- Public Hearing for Verizon SUP-2014-003 on March 9, 2015
- Codified Ordinances Public Hearing re-schedule from March 9, 2015
- N Laycock Street Sidewalk (Pg. 8)

NEW BUSINESS

- Town Council Candidate(s)
- Loudoun County FY2016 Proposed Budget - Utility Pole Relocation Costs (Pg. 9)

CLOSED SESSION

- Closed Session Motion (Pg. 10)
The Hamilton Town Council will convene a closed session to discuss the selection of officials, as exempted by Code of Virginia of 1950, as amended, §2.2-3711(A)(1)

NEW BUSINESS (CONT.)

- Resolution 2014-017 Certifying the Closed Session (Pg. 11)

ADJOURNMENT

**MINUTES
HAMILTON TOWN COUNCIL
REGULAR MEETING
JANUARY 12, 2015**

CALL TO ORDER:

Vice Mayor Wine called to order the regular meeting of the Hamilton Town Council at 7:00PM.

TOWN COUNCIL

PRESENT: Kenneth C. Wine, Vice Mayor
Brent Campbell, Council member
John Unger, Council member
Michael Snyder, Council member - Late
Craig Green, Council member
Dimitri Kesari, Council member

ABSENT: David R. Simpson, Mayor

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

PUBLIC COMMENT:

Carrie Michon came forward to speak. Ms. Michon stated that the Hamilton Cub Scout Troop will be heading the Hamilton Clean-Up Day and they are proposing the date of Saturday, March 21, 2015.

Ms. Michon also wanted to thank the Council for the beautiful gifts that they gave her at the last meeting.

GUESTS:

None

APPROVAL OF MINUTES:

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

Motion: Council member Kesari
Second: Council member Unger
Carried: 6-0-1

Simpson - Absent

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

MAYOR'S REPORT:

Utility Pole Update – Vice Mayor Wine indicated that the utility pole got moved, however the old pole was not removed because most of the day was spent putting the new pole in and it blocked traffic creating problems for the local businesses. He stated that Verizon was going to come in the following Saturday and remove the pole but it was determined that they would need to hold off as it was just before Christmas and the Town did not want to disturb the busiest time of the year for the local businesses.

New Town Truck – Mayor Simpson indicated that the new Town truck has arrived and is in service, however the lights have not been added yet.

WATER AND SEWER COMMITTEE:
None Scheduled

PARKS AND RECREATION COMMITTEE:

Council member Campbell stated that he was at the park this past weekend and it was looking good.

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: Council member Green
Carried: 6-0-1

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

Snyder - Aye
Wine - Aye

FINANCE COMMITTEE:

None Scheduled

PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE:

The Council discussed the removal of snow from sidewalks and how to enforce it.

PERSONNEL COMMITTEE:

None Scheduled

PLANNING COMMISSION:

Chairman McCann stated that the Planning Commission will have their first meeting of the new year on January 21, 2015. He stated that there will also be a Board of Zoning Appeals organizational meeting on January 26, 2015.

OLD BUSINESS:

Public Hearing for Verizon SUP – 2014-003 – Vice Mayor Wine indicated that this item has already been scheduled for February 9, 2015. Mr. Galindo stated that the applicants have requested that it be moved to the March 9, 2015 meeting.

Council member Snyder made a motion that the Hamilton Town Council move the public hearing on Verizon SUP-2014-003 set for February 9, 2015 to the March 9, 2015.

Motion: Council member Snyder
Second: Council member Kesari
Carried: 6-0-1

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

Hamilton Day Scheduled for May 30, 2015

Ms. Jones stated that at this point the event coordinator has not been able to confirm a date and this item will be brought back to the Council in January.

NEW BUSINESS:

Authorize Public Hearing for Adoption of Codified Ordinances of Town of Hamilton – Ms. Gilmore explained to the Council that they will have to readopt the codified Ordinances because of the changes that have been made.

Council member Snyder made a motion to authorize the public hearing for the Codified Ordinances of the Town of Hamilton for March 9, 2015.

Motion: Council member Snyder
Second: Council member Kesari
Carried: 6-0-1

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

Shades for Town Office Window – Vice Mayor Wine stated that the office staff have requested that shades be installed on the large front windows. The estimate that was received is \$548 for two shades.

Council member Unger made a motion to purchase shades for the Town office.

Motion: Council member Unger
Second: Council member Snyder
Carried: 6-0-1

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

Vice Mayor Wine brought up the issue of the sills of the windows rotting due to the condensation that puddles at the bottom and would like the Council to keep that in mind for the upcoming budget.

Council member Campbell stated that effective January 13, 2015 he will be resigning from the Hamilton Town Council as his family is growing and they will be looking for a new home that may be outside of the Town limits.

Ms. Gilmore explained to the Council how an appointment to the Council can occur.

ADJOURNMENT:

There being no further business the meeting adjourned at 7:37 PM.

Kenny Wine, Vice- Mayor

Jennifer L. Helbert, Recorder

Project: Town of Hamilton - Sidewalk on N. Laycock Street

Issue: It appears there is settling under the sidewalk on North Laycock Street as a result of washout around the existing culvert.



Solution: Without subsurface investigation, it is assumed any mitigation measures will require improvements to the sidewalk base adjacent to the wall. It is recommended that four (4) section of the sidewalk be removed and a minimum of 4" base (21-A) material be installed prior to installing 4" A3 Concrete with 6"x6" wire mesh. It is suggested the front of the sidewalk be poured with an apron 2' each side of the culvert and to 3" below the culvert invert. Regrade and restore ditch line and sod.

Construction estimate for this repair:

Excavation/Demolition/ Removal/E&S	\$1,500
Stone/geotech fabric	\$ 800
Concrete/wire mesh	\$ 900
<u>Restore Site</u>	<u>\$ 800</u>
Total	\$4,000.00



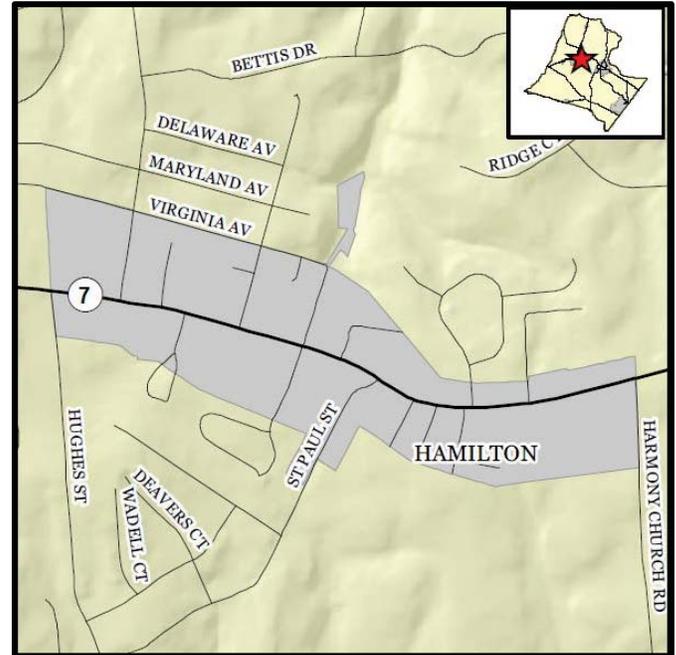
Town of Hamilton Utility Pole Relocation

Project Description

As part of the County's Regional Organization Program, the County solicits capital project funding requests from Towns within the County for facilities: 1. owned by, or located within, the Town but operated by the County; or 2. for local pedestrian/transportation related improvements that benefit the County. As a capital expense, the funding for the projects is shown in the County's CIP. This project provides local tax funding in FY 2016 for the following project in the Town of Hamilton:

Utility Pole Relocation

This project involves the removal and relocation of a utility pole, and the restoration of the adjacent sidewalk, along East Colonial Highway. This specific utility pole creates a hazardous condition due to its location next to a brick wall, which does not allow enough space for wheelchairs, strollers, or bicyclists to pass safely without going onto the road. There is no sidewalk on the opposite side of the street to use as an alternate route.



Funding Plan

This project is funded using local tax funding.

Public Hearings Scheduled

Wednesday, February 25, 2015: 3 p.m. and 6 p.m. at the Loudoun County Government Center, 1 Harrison Street, S.E., Leesburg

Thursday, February 26, 2015: 6 p.m. (if needed) at the Loudoun County Government Center, 1 Harrison Street, S.E., Leesburg

Saturday, February 28, 2015: 9 a.m. at the Loudoun County Public Schools (LCPS) Administration Building, 21000 Education Court in Ashburn.

Capital (\$ in 1000s)	Prior							6 Year	Future	Project
	Alloc.	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total	FY's	Total
Professional Services	-	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-	-
Payment to Town	-	-	20	-	-	-	-	20	-	20
Total Cost	-	-	20	-	-	-	-	20	-	20
Local Tax Funding	-	-	20	-	-	-	-	20	-	20
GO Bonds	-	-	-	-	-	-	-	-	-	-
Lease Revenue Financing	-	-	-	-	-	-	-	-	-	-
State Capital Assistance	-	-	-	-	-	-	-	-	-	-
CMAQ	-	-	-	-	-	-	-	-	-	-
RSTP	-	-	-	-	-	-	-	-	-	-
Revenue Sharing	-	-	-	-	-	-	-	-	-	-
NVTA 70% (Regional)	-	-	-	-	-	-	-	-	-	-
NVTA 30% (Local)	-	-	-	-	-	-	-	-	-	-
Proffers (Cash)	-	-	-	-	-	-	-	-	-	-
Local Gasoline Tax	-	-	-	-	-	-	-	-	-	-
Transit Bus Fees	-	-	-	-	-	-	-	-	-	-
Proceeds from the Sale of Land	-	-	-	-	-	-	-	-	-	-
Total Financing	-	-	20	-	-	-	-	20	-	20

February 9, 2015 TOWN COUNCIL MEETING CLOSED SESSION MOTIONS

I move that the Hamilton Town Council recess its regular meeting and convene a closed session to discuss the selection of officials, as exempted by Code of Virginia of 1950, as amended, §2.2-3711(A)(1). The following individuals are invited to attend the closed session:

All Town Council Members
Maureen K. Gilmore, Town Attorney

Second and Recorded Voice Vote required.

I move that the Hamilton Town Council adjourn its closed session and reconvene its regular meeting.

Second and Recorded Voice Vote required.

I move that the Hamilton Town Council adopt Resolution No: 2015-02, to certify that while in closed session, the participants discussed only those matters for which the closed session was convened.

Second and Recorded Voice Vote required.



**TOWN OF HAMILTON
LOUDOUN COUNTY, VIRGINIA**

RESOLUTION NO. 2015-02

PRESENTED:

February 9, 2015

ADOPTED:

**A RESOLUTION: CERTIFYING THE CLOSED SESSION ON
FEBRUARY 9, 2015**

WHEREAS, the Hamilton Town Council, has this day convened a closed session in accordance with an affirmative-recorded vote of the Hamilton Town Council and in accordance with the provisions of the Virginia Freedom of Information Act.

NOW, THEREFORE, BE IT RESOLVED that the Hamilton Town Council does hereby certify that to the best of each member’s knowledge, 1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and 2) only such public business matters as were identified in the Motion by which the said closed session was convened were heard, discussed or considered by the Hamilton Town Council.

PASSED THIS ____ DAY OF _____, 2015.

David R. Simpson, Mayor
Town of Hamilton

ATTEST:

Jennifer Helbert, Town Clerk