

**ROUND HILL TOWN COUNCIL
REGULAR MEETING MINUTES
January 15, 2015**

A regular meeting of the Round Hill Town Council was held in the Town Office, 23 Main Street, Round Hill, Virginia, on Thursday, January 15, 2015, at 7:30 p.m.

Council Members Present

Scott T. Ramsey, Mayor
Mary Anne Graham, Vice-Mayor
R. Daniel Botsch
Janet L. Heston
Clarkson J. Klipple
Frederick J. Lyne
Christopher J. Prack

Staff Members Present

Buster Nicholson, Town Administrator
Melissa Hynes, Town Planner/Zoning Administrator

Others Present

Janet Clarke
Ed Wormald
Rodion Iwanczuk
Kathy Leydich
Mark Thomas
John Ghaffari
Fateme Ghaffari
Clinton Chapman

IN RE: CALL TO ORDER

The meeting was called to order at 7:39 p.m. by Mayor Ramsey.

IN RE: PLEDGE OF ALLEGIANCE

Vice-Mayor Graham led those present in the Pledge of Allegiance.

IN RE: PUBLIC COMMENT

Mayor Ramsey opened the Public Comment portion of the meeting, asking that those speaking state his/her name and address for the record, and keep their comments to five minutes. Mr. Tony Buffington, of Brambleton, introduced himself and stated that he is running for election to the Board of Supervisors, for the seat now held by Supervisor Janet Clarke. Mr. Buffington stated that he grew up in Clarke County, served in the United States Marine Corps, and served as a federal law enforcement officer. Mr. Buffington explained that the issues he will focus on in his campaign include transportation, respect for the rural/scenic environment, the rural economy, and improving relations between the Board of Supervisors and the School Board. Mr. Buffington thanked the Council for their time. Supervisor Janet Clarke spoke, noting that she has one more year left to serve in her term and that she loves serving Loudoun County. Mrs. Clarke congratulated the Town on the grant it was recently awarded. There was no further Public Comment.

IN RE: APPROVAL OR AMENDMENT OF AGENDA

Vice-Mayor Graham **moved that the Agenda be approved**; Councilperson Prack seconded the motion. There was no discussion. A vote was then held; the Agenda was approved 6-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Mary Anne Graham	Aye
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

IN RE: BUSINESS ITEMS

1. Commuter Lot – County Presentation

Town Planner/Zoning Administrator Hynes introduced this item, explaining that the Creekside proffers include a two acre civic lot, which the County has begun to explore for use as a possible commuter lot. Ms. Hynes then introduced Ms. Kathy Leydich, the Assistant Director of Transportation Planning and Operations, who presented for the County. Ms. Leydich explained that, in December 2013, the Board of Supervisors directed staff to begin focusing on western Loudoun and on securing additional park and ride spaces. Ms. Leydich noted that they are presently working with Patrick Henry College in order to secure the use of parking spaces at their campus, and that they have an agreement with St. Andrew's Presbyterian Church; both of these are in Purcellville. The County has been "cobbling together" areas in order to provide the number of spaces needed; the hope is to have one location which will provide for the total number of spaces needed. Ms. Leydich also explained that the County is beginning its Transit Development Plan update,

and that they will keep Town Planner/Zoning Administrator Hynes informed of progress made. Ms. Leydich noted that she supports County staff recommendation that the use of the lot in question be changed from civic use to public use; this change would allow the lot to be used as a commuter lot. The County endorses the use of the lot as a park and ride location. Ms. Leydich explained the uses of a park and ride lot, and also noted that western Loudoun residents want additional connectivity to the Metro system. A site map was provided, and the concept of how the lots would be used was presented. Ms. Leydich explained that information from the recent Round Hill Community Survey was included in her presentation. Finally, areas where commuters travel and commute times were included in the presentation. At this point, Ms. Leydich stated that she would be happy to answer questions. Vice-Mayor Graham asked how many parking spaces would be located on the 1.3 acre parcel; Ms. Leydich stated that there would be approximately 35 spaces. Vice-Mayor Graham then asked how many spaces would be located on the two acre parcel; it would provide approximately 107. Both lots would provide approximately 142 spaces. Mayor Ramsey asked how many spaces are provided by the lot in Hamilton; Ms. Leydich stated that 250 spaces are provided there. Councilperson Lyne asked the time frame for the leases at St. Andrew's and Patrick Henry College. Ms. Leydich explained that a Special Use Permit process is required for use of the Patrick Henry College lot, and the St. Andrew's lot has a current lease, but that ten spaces there will be lost. Councilperson Botsch asked what the buffer zone width would be on a 1.3 acre lot; Ms. Leydich explained that at present only a concept drawing has been done, and that no engineering has been undertaken, thus the buffer zone width is not certain at this time. Councilperson Botsch also asked if any impact studies have been conducted for lots currently in use; Ms. Leydich stated that she would look into that issue. Supervisor Clarke noted that she has heard of no complaints from residents adjacent to the lot at St. Andrew's. Vice-Mayor Graham asked to clarify that there will be no busses at the two acre lot; it was noted that that is correct. Mrs. Graham asked the reason for that; Town Planner/Zoning Administrator Hynes stated that that resulted from negotiations. Ms. Hynes asked for the time frame for the daily operation of the lot; it was explained that it would be open for commuter parking from approximately 5:00 a.m. until 7:00 to 8:00 p.m. Councilperson Klipple asked the time in the evening lights would be extinguished; it was explained that that would probably occur by 8:00 p.m. Mayor Ramsey asked about connectivity to other transportation; Ms. Leydich explained that, operationally, this issue would need to be worked out; in addition, it is hoped that the system would connect to Metro in 2018. A resident in attendance (Mr. Ghaffari) reminded everyone that people live adjacent to these lots (his home is between the two lots in question). Another resident (Mrs. Ghaffari) also addressed the issue of students going to and from school in that area. Additionally, it was noted that the location of the lot could make selling an adjacent property difficult. Supervisor Clarke explained that the lot is included in proffers which go back to the 1980's, but also agreed that these issues need to be discussed. Mayor Ramsey stated that the lot was denoted as a civic site

with an undesignated use. Supervisor Clarke also explained that this use isn't the only option, and that there is no imminent need for this commuter lot. Mrs. Clarke also explained that the County is busy working on plans for transit and for Phase II of the Silver Line, and that they are discussing the possibility of charging for parking at County commuter lots. There will be discussions of these issues for the next couple of years. Mayor Ramsey noted that the trade-off is a commuter lot or more cars on area roads. Ms. Leydich explained that the County is working on developing a master plan for the development of these lots. Town Planner/Zoning Administrator Hynes explained that the use of the lot for this purpose would require that the Special Exception process be followed, in order to give residents a voice. Councilperson Heston expressed her views regarding charging for parking in commuter lots. Mayor Ramsey explained monetary savings which ultimately could come from providing a commuter lot. Councilperson Lyne asked about a property between the two lots; Mayor Ramsey explained that it is under the auspices of The Villages' HOA and intended to be used as a buffer. There were no further questions. Council thanked Ms. Leydich for her presentation, and Ms. Leydich thanked the Council, as well.

2. Community Survey

Town Planner/Zoning Administrator Hynes presented this item, explaining that she has been extrapolating data for use in the Comprehensive Plan update, and that a draft report of this data is included in each Council Member's packet. Ms. Hynes explained that the final report will include the following items: the raw data, the analyzed data, and the staff response. Ms. Hynes further explained that the information from the survey will be threaded throughout the Comprehensive Plan, and that the finished final report will be distributed to various County and local entities, as well as being posted to the Town's website. Raw data from the survey has been presented to the Land Use Committee, and the data will be discussed at the Joint Work Session to be held later in the month. Town Planner/Zoning Administrator Hynes stated that she hopes to present the final report in February, and that the information gleaned from the survey will be a great tool for use in the coming year. Mayor Ramsey stated that he found the information gathered fascinating and would like to repeat the survey every two to three years. Town Planner/Zoning Administrator Hynes stated that she would like to present some of the information on the website, in order to inform residents; in these ways the survey would be a great communication tool. Supervisor Clarke asked if the survey was conducted outside of town; Town Planner/Zoning Administrator Hynes stated that it was. Supervisor Clarke asked if those out-of-town residents indicated an interest in going into the town limits; Mayor Ramsey explained how the survey was designed, and that there was no way to determine who responded and where each respondent was located. The percentage of households which responded was discussed, as were ways in which it was possible to nuance where

those households were located. Town Planner/Zoning Administrator Hynes further explained that an open comment option was provided on the survey form.

3. Comprehensive Plan Presentation #3

Town Planner/Zoning Administrator Hynes presented this item. It was noted that Council Members have all seen the presentation made at the last Land Use Committee related to Economic Development/Historic Preservation, and that feedback from that presentation will be used in the Joint Work Session. It was further explained that the document included in the Council Member's packets is the current plan, and that the goal is to develop action items for the new Comprehensive Plan. Ms. Hynes asked Council Members to review the document prior to the Joint Work Session to be held on January 29th and to provide their comments. Vice-Mayor Graham asked when comments are due; Ms. Hynes asked that they be completed four days prior to the Work Session. Vice-Mayor Graham asked about the purpose of the Joint Work Session; Ms. Hynes explained that it provides a time for Council's input into the Comprehensive Plan update. Mayor Ramsey noted that, depending upon how this first work session goes, it may be useful to hold more joint work sessions.

4. Hometown Festival

Vice-Mayor Graham presented this topic, noting that she has spoken to leaders of the Hometown Festival planning, and that more volunteers are needed. Mrs. Graham noted that Council Members usually participate in the parade, and that it would be helpful if they volunteered further. It was asked that anyone willing to volunteer contact Kim Ramsey or Buster Nicholson. Town Administrator Nicholson explained that work on the festival begins in February. Vice-Mayor Graham explained that new volunteers will have support from others involved in the festival. Mayor Ramsey explained two openings currently existing; Vice-Mayor Graham explained that food vendors, as well as wine vendors, are still needed.

5. Budget Schedule

Town Administrator Nicholson explained that this is provided in draft form in each Council Member's packet, and that he is open to suggestions regarding this schedule. Vice-Mayor Graham asked if the Utility Fund will be discussed first; Mr. Nicholson stated that the discussions can be held however Council Members want. Mayor Ramsey directed Town Administrator Nicholson to schedule an Equalization Public Hearing, noting that it may or may not be needed, and would be held one to two weeks prior to the required Budget Public Hearing. Brief discussion of the date for this Equalization Hearing ensued. There was no further discussion of this item.

IN RE: ACTION ITEMS

1. Approval of Minutes: December 18, 2014 Town Council Meeting

Vice-Mayor Graham asked, on page three, who Herbert Harwood is; it was explained that he is an author of books regarding the W&OD Railroad. There were no further questions. Councilperson Heston then made a motion **that we approve the Round Hill Town Council regular meeting minutes for December 18, 2014;** Councilperson Klipple seconded the motion. A vote was then held; the minutes were approved 5-0-1, with Councilperson Prack abstaining. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Mary Anne Graham	Aye
Christopher J. Prack	Abstain
Frederick J. Lyne	Aye

2. Resolution 2015-01: Town Council Meeting Schedule

Mayor Ramsey noted that a copy of this document, which addresses the Town Council Meeting Schedule and Inclement Weather Policy, is included in each Council Member's packet, and that this is a pro forma item handled during the first meeting of each year. Vice-Mayor Graham then made a motion **that the Town Council approve Resolution 2015-01, Town Council Meeting Schedule/Inclement Weather Policy;** Councilperson Heston seconded the motion. There was no discussion. A vote was held and the motion was approved 6-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Mary Anne Graham	Aye
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

3. Town Office Lease Renewal

Town Administrator Nicholson presented this, explaining that it is an amendment to the lease agreement for the upper level of the Town Office, which is currently leased by the Loudoun County Sheriff's Office; the lease includes a 3% increase in the rent. The term of the lease is April 1, 2015 to March 31, 2016. Vice-Mayor Graham made a motion **that the Council approve the tenth amendment to the lease agreement with the Loudoun County Sheriff's Department**; Councilperson Heston seconded the motion. Brief discussion ensued, during which it was restated that the rent will increase by 3%, and noted that that is the same rate of increase as in the previous year. A voice vote was then held; the motion was approved 6-0, with the vote recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Mary Anne Graham	Aye
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

Town Administrator Nicholson was instructed to execute the lease. Vice-Mayor Graham asked when the ground breaking will occur at the new Sheriff's Office Substation site; Supervisor Clarke stated that ground will be broken in February, but that she does not yet have the actual construction schedule. Councilperson Prack asked about the routing of construction traffic, asking that it not be routed onto Main Street but instead use the western access/egress; Supervisor Clarke stated that she will make the request to Building and Development. To follow-up on his reason for his request, Councilperson Prack explained that the Main Street Enhancement Project and the Franklin Park Trail Project may be taking place at the same time, and will produce their own traffic issues. Supervisor Clarke noted that the plans for those two projects are not yet in place, and that the Sheriff's Office Substation project may be near completion before the other two projects commence. Mayor Ramsey asked that, when any pre-construction meeting is scheduled, the Town Office be notified, as the Town would like to have representatives in attendance at any pre-construction meetings. Town Administrator Nicholson will send a letter of request in regards to these two items (routing of construction traffic and attendance at pre-construction meetings). Supervisor Clarke noted two road projects which will be taking place in the future: addition of a turn lane at Williams Gap Road and Route 7, and the paving of both Williams Gap Road and Lakefield Drive. Mrs. Clarke noted that the entire length of Williams Gap Road will not be paved. Councilperson Lyne asked for an update on the paving of Alder School Road; Supervisor Clarke explained that one easement

has required renegotiation, and that the goal is to schedule the work so that it does not interfere with the school schedule. Vice-Mayor Graham asked about the current construction on Route 7 at Clarke's Gap; Supervisor Clarke provided an overview of the work being done there. Mayor Ramsey clarified that there will not be a bike lane on Alder School Road; Supervisor Clarke stated that there will not, but that there will be a shoulder which will be wide enough for bicyclists. Mayor Ramsey spoke to the connectivity which would be provided by a pedestrian/bike trail between Round Hill Elementary and Bell Road; Supervisor Clarke suggested the Town speak with the County Department of Transportation and Capital Infrastructure regarding these types of issues while the County's Comprehensive Plan is being updated.

4. Creekside Rezoning Amendment

Town Planner/Zoning Administrator Hynes presented this item and introduced the representatives involved with this project in attendance. It was noted that the final presentation regarding this will be made to the Planning Commission in February. Town Planner/Zoning Administrator Hynes explained recent changes made to the proffers for the Creekside development. The proposed commuter lot on the site was also discussed; Mayor Ramsey explained that the Town would like to keep their options open, until or unless the site definitely becomes a commuter lot. Town Planner/Zoning Administrator Hynes explained the issue surrounding the ADU's in the development, and explained comments from the County regarding this which remain to be addressed. Ms. Hynes then explained the Council's options regarding this amendment, and noted that this will come before the Council once more. Vice-Mayor Graham and Town Planner/Zoning Administrator Hynes discussed comments made by the Vice-Mayor regarding this development. Water availability fees were briefly discussed, with it being noted that they will remain the same and that the usage will be considered out-of-town. Councilperson Heston asked about the trail south of Greenwood Drive, as noted on page seven of the amendment; Mr. Thomas, of Wormald, explained that that will be a ten foot trail. Mayor Ramsey asked about Ms. Leydich's comment regarding public use versus civic use (of the civic lot); Ms. Leydich noted that that issue is addressed in the county comments. Councilperson Botsch asked to clarify that no comments have changed, and to clarify that no comments raise additional concerns; Town Planner/Zoning Administrator Hynes noted that that is correct. Councilperson Botsch asked for clarification of the differences between the recommended motion two and motion three; Town Planner/Zoning Administrator Hynes explained that motion three has been stricken. Ms. Hynes further explained her recommendation regarding Council action on this amendment. Mayor Ramsey clarified that Council is not yet ready to pass a resolution of support, as it is uncertain if all comments have been addressed; however, verbally Council affirms that, when all comments are addressed, it would be ready to pass a resolution of support at that time. Council Members agreed with this statement. Supervisor Clarke asked if storm water issues at the site have been resolved;

Mr. Thomas explained changes made regarding the retention pond which addressed the issues in question. Mr. Wormald spoke to the Council, thanking them for their support and noting that the primary issue now is to address County comments. Mr. Wormald also spoke to the commuter lot, noting that other less desirable uses for the parcel exist, and that a lot there would be beneficial to the adjacent park. Town Planner/Zoning Administrator Hynes briefly spoke regarding the proposed name for the park. Mayor Ramsey thanked Mr. Wormald and his team for their efforts. Supervisor Clarke spoke about a lot off of Creighton Road in Brambleton which could be used as a commuter lot, and suggested that Council Members visit the site.

5. Board of Zoning Appeals Member Appointment

Town Administrator Nicholson presented this item, explaining that he received a letter of interest for consideration from Ms. Jane Ford. Mr. Nicholson noted that the letter was just recently received, and thus he has not yet had an opportunity to speak with Ms. Ford. Vice-Mayor Graham asked who left the Board, thus creating the vacancy; it was noted that George Hoddinott recently left. Further discussion ensued regarding the fact that Mr. Hoddinott was the Planning Commission representative to the Board, and thus Ms. Ford would not fill that slot. Councilperson Heston noted that another BZA member is waiting to resign, and that slot could be filled by Ms. Ford. There was further discussion of whether to wait to make an appointment, and the BZA having a full slate of members. Mayor Ramsey reiterated that there is a vacancy on the BZA, with an interested applicant; if this applicant is appointed, the issue of a Planning Commission representative to the Board remains to be resolved. However, appointment of this candidate will bring the BZA back to full strength. Councilperson Botsch then made a motion **to appoint Jane Ford to the Round Hill Board of Zoning Appeals**; Councilperson Lyne seconded the motion. There was no further discussion. A vote was held; the motion was approved 6-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Mary Anne Graham	Aye
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

Town Administrator Nicholson will notify Ms. Ford of the appointment.

6. Intent to Amend Zoning Ordinance

Town Planner/Zoning Administrator Hynes presented this item, pointing out three instances of discrepancies in the current Zoning Ordinance she has encountered during her tenure here. Ms. Hynes explained that she discussed this at the Land Use Committee meeting; the Committee directed her to prepare a formal report containing her recommended changes. Town Planner/Zoning Administrator Hynes is using this opportunity to inform Council of this. It was explained that an Intent to Amend Resolution is not required at this time, Ms. Hynes is just asking for guidance from Council. Mayor Ramsey clarified the issue, noting that the Intent to Amend Resolution was the vehicle by which Council would direct the Planning Commission to review these areas of the Zoning Ordinance. Town Planner/Zoning Administrator Hynes explained that the issue is not yet refined to the point of presenting a formal motion. Mayor Ramsey recommended that this be presented again to Council in February. There was further discussion regarding Council passing an Intent to Amend Resolution, with Councilperson Heston noting that doing so “starts the clock” on the time the Planning Commission would have to review the Ordinance. It was determined that, at this time, research will be conducted by the Town Planner/Zoning Administrator into this issue.

7. Vacation of Partial Sanitary Sewer Easement – Creekside

Town Planner/Zoning Administrator Hynes presented this topic, explaining that the widening of Evening Star Drive, as part of the Creekside project, will take place in an area where the Town holds a sanitary sewer easement. VDOT will not accept a public road with such an easement. Therefore, the Town has been asked to vacate a small area of the easement which will run across the road; the entire easement will not be vacated. That small area will be dedicated to VDOT. Town Planner/Zoning Administrator Hynes is asking Council to allow the Mayor to execute this Deed of Dedication Easement. Vice-Mayor Graham asked what could happen if the easement did need to be used in the future; Town Administrator Nicholson explained that similar situations already exist. Mayor Ramsey asked if Vice-Mayor Graham’s concern is timing, and asked how the recording of these documents work – if they are recorded at the same time as to eliminate any lack of access in an interim period. Mr. Thomas explained how the process works. Vice-Mayor Graham then clarified that her concern is lack of access upon deeding the easement to VDOT; it was explained that there is a process that allows work to be done on a VDOT easement. Councilperson Heston asked who presently owns the land in question. Mr. Thomas pointed out the parcel on a map and explained where the piece is that is being dedicated; it was noted that Lerner actually owns the land. Following this discussion, Vice-Mayor Graham moved **that the Round Hill Town Council authorize the Mayor to execute said Vacation of Easement**; Councilperson Prack seconded the motion. A voice vote was held; the motion was approved 6-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Mary Anne Graham	Aye
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

IN RE: REPORTS

1. Town Administrator's Report

Town Administrator Nicholson reported that he sent a letter today requesting the reimbursement of \$131,331.00 in relation to the Route 719 Pump Station; Mr. Nicholson received an e-mail in response requesting an invoice, which was sent immediately. Therefore, this issue is in the process of being resolved. Town Administrator Nicholson supplied Council Members with the RHI water connection summary, as requested at the December Council meeting. Figures for December and January were provided. Mr. Nicholson brought to the attention of Council Members Stantec Task Order Authorization #26; a Task Order, not to exceed the amount of \$14,000.00, for plats related to the Main Street Enhancement Project. Council approval is not needed for execution of this Task Order, but the Town Administrator is required to make Council aware of the purchase. Town Administrator Nicholson noted that the rest of his report, along with Town Attorney Gilmore's report, have been submitted in writing, and that he would be happy to answer any questions. Councilperson Prack thanked Mr. Nicholson for providing the water and sewer tap summary report. Mayor Ramsey asked for an update on the Town website; Town Administrator Nicholson reported on a meeting held today with Dave Levinson, the designer of the website, noting that the project is going well. Approximately four-hundred documents have been placed on the new site, encompassing eighty pages. The website is much easier to navigate, and has a much fresher look. Training for the entire staff on updating/using the website was held today; that the staff will be able to update makes this much more cost-effective, as well. Town Administrator Nicholson explained that this will evolve for approximately the next year, but that the user will not be aware. Mayor Ramsey asked when the website might go live; Town Administrator Nicholson stated that that should happen at the end of March or beginning of April. Vice-Mayor Graham stated that, in light of issues with the Hamlets of Round Hill project, and other problems in the past regarding easements, the decision was made that the ultimate responsibility regarding easements will rest with the Town Administrator.

2. Town Planner/Zoning Administrator Report

Town Planner/Zoning Administrator Hynes discussed the Boundary Line Adjustment at the Albright parcel, in relation to the Creekside development. Rather than moving the shed

on the property, as originally planned, it was decided to move the boundary line around the shed. Ms. Hynes met today with Mark Novak, the chief park planner with Loudoun County, regarding Sleeter Lake Park. Mr. Novak is familiar with the project, and made recommendations on moving forward, such as entering into a lease agreement with the County. Such an agreement would make the County responsible for maintenance and management of the park. Issues with staffing at the park were discussed during the meeting, as were issues related to the Creekside park/tot lot. Town Planner/Zoning Administrator Hynes will prepare comments and recommendations related to this meeting for presentation at the next Land Use Committee meeting; Committee/Council members may want to be thinking about how they would like to move forward with this. It was noted that the Town will not sign off on the grant until April, so there is still time to consider options. Supervisor Clarke mentioned the Northern Virginia Regional Park Authority, and noted that access to Sleeter Lake will likely be in place before the work at the Beaver Dam Reservoir is completed; therefore, similar discussions are presently being held regarding management of that large body of water. Currently, the County does not have jurisdiction over any parks containing large bodies of water; therefore, it seems that the Northern Virginia Regional Park Authority will be the best entity to help with management of the Beaver Dam Reservoir. Supervisor Clarke noted that there are many things to think about in relation to these bodies of water. Mayor Ramsey noted that, upon the Town's acceptance of the grant from the Department of Game and Inland Fisheries, Sleeter Lake Park will be listed on the Department's website, and thus will garner widespread interest. Supervisor Clarke agreed, and again noted that being in partnership with the Regional Park Authority, in tandem with the County's Parks and Recreation Department, will be a positive step. Vice-Mayor Graham expressed concerns regarding the width of Lakefield Road; Supervisor Clarke noted that Lakefield will be paved to VDOT standards, which will make it a bit wider. Supervisor Clarke also addressed access via Marbury Road, which is more direct and which will provide another route for access/egress. This would provide for a more direct access to Sleeter Lake, and possibly could be completed before the paving of Lakefield. Mayor Ramsey stated that an engineering study will probably be required regarding access, in order to obtain a cost estimate; this will impact possible future sources of funding. Vice-Mayor Graham also raised the issue of parking, noting concerns that the original parking area will be unable to handle the number of vehicles parking at the site. Supervisor Clarke stated that Vice-Mayor Graham has raised important points, and that explains why there needs to be intense collaboration over this. Town Planner/Zoning Administrator Hynes reported that she was recently contacted by two prospective business owners, one based around tourism and events, and one looking for a location for a brewery/distillery/vineyard type business. Ms. Hynes will facilitate a further meeting with these individuals. Town Planner/Zoning Administrator Hynes also reported that she hopes Round Hill will apply as an Appalachian Trail Community; the president of the Potomac Appalachian Trail Club will speak to the Council at their next meeting, in part regarding

ways in which the club could partner with the Town in meeting requirements. Supervisor Clarke noted that there may be County funding available for use in these types of ventures. Ms. Clarke also stated that the County has worked on/is working on zoning amendments regarding bed and breakfast establishments, as well as breweries, and that that information may be of use in Round Hill's update of their zoning ordinances.

3. Mayor's Report

Mayor Ramsey reported that he is still involved in discussions with RHI regarding the Sleeter Lake agreements, but that nothing has been finalized. We need to reach some sort of agreement with RHI regarding public access to the lake. Councilperson Botsch asked if the discussions include how to broaden access to the public, but at the same time meet the requirements that the site be regulated; Mayor Ramsey explained that the language regarding regulation has been removed from the current draft, and that he is awaiting a response. Mayor Ramsey reported that TANV now has a new chairman, the new mayor of Vienna, and that a meeting likely will be held soon. Mayor Ramsey recently received a letter from the new mayor of Round Hill's sister city in Hungary, which he forwarded to Principal Davis at Round Hill Elementary School. Mr. Davis will present the possibility of a pen pal program to his staff, and will get back to Mayor Ramsey. Mayor Ramsey stated that he just wanted to let Council know our Hungarian counterparts have not forgotten about Round Hill, and that he is open to suggestions regarding connecting with our sister city. Mayor Ramsey received a meeting request this week, and will be meeting with two residents regarding water rates; Supervisor Clarke will also attend the meeting. Finally, Mayor Ramsey stated that he continues to work with the Utility Committee regarding the rate study.

4. Utility Committee

Vice-Mayor Graham noted that the Committee's report, prepared by Town Administrator Nicholson, is in each Council Member's packet. Vice-Mayor Graham noted that a citizen joined the Committee at their Tuesday meeting, and that she sent an e-mail today offering to review the material from the meeting with this new member, but has not yet received a response. Town Engineer Keith Lane is working on finalizing his report; Vice-Mayor Graham will meet with him this coming week. Mayor Ramsey requested that he be notified of that meeting, as he would also like to attend.

5. Administration, Communications & Technology Committee

Councilperson Heston noted that the minutes of the committee's last meeting are in front of Council Members. Ms. Heston asked Town Administrator Nicholson about the sale of the Town's outdated computers; Mr. Nicholson stated that the equipment was sold for \$41.00. Councilperson Heston noted that the next committee meeting will be held on February 9, 2015 at 7:30 p.m.

6. Land Use Committee

Councilperson Botsch noted that most of the issues discussed at the committee meeting have already been touched upon at this evening's Council meeting. Mr. Botsch noted that he, Mayor Ramsey, and Town Administrator Nicholson will meet next Friday with the County regarding the Franklin Park Trail Project. Finally, it was noted that no date has yet been set for the next committee meeting.

IN RE: COUNCIL COMMENTS

Councilperson Heston requested an update on the Aquatic Center. Supervisor Clarke stated that the center is ready to be opened, but that there has been an issue with an easement for a Verizon line; the Board of Supervisors has approved the easement, therefore the center should be open within the next month or two. Councilperson Klipple thanked the attendees at this evening's meeting for their attendance, as did Councilperson Prack. Councilperson Prack also thanked Town Planner/Zoning Administrator Hynes for her efforts. Mayor Ramsey also thanked the attendees.

IN RE: MEETING ADJOURNMENT

Mayor Ramsey adjourned the meeting at 9:54 p.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

Debra McDonald, Recording Secretary