

**ROUND HILL TOWN COUNCIL  
REGULAR MEETING MINUTES  
July 19, 2012**

A regular meeting of the Round Hill Town Council was held in the Town Office, 23 Main Street, Round Hill, VA, on Thursday, July 19, 2012.

**Council Members Present**

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

**Others Present**

Maureen Gilmore,  
Town Attorney  
Deputy Anthony Cooper

**Council Members Absent**

Christopher J. Prack  
Jennifer Grafton Theodore

**Staff Present**

John Barkley, Town Administrator  
Robert Kinsley, Town Planner/Zoning Administrator

**IN RE: CALL TO ORDER**

Mayor Ramsey called the meeting to order at 7:35 p.m.

**IN RE: PLEDGE OF ALLEGIANCE**

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

**IN RE: COMMUNITY POLICING**

Deputy Cooper reported on changes that have taken place in the Sheriff's Office Community Policing program: Major Buckman has filled the 2<sup>nd</sup> Lieutenant Colonel's position, and Captain Tate has now taken over Major Buckman's position; Captain Cornier is now in charge of the West Station. Deputy Cooper also reported that a Rapid Response Unit has been created by transferring nine officers from the SWAT team. Deputy Cooper now covers the West Station and South Riding. In October two more community police officers will be brought on board and one is slated to work in the West End. Deputy Cooper also reported that he now has his office in the Lovettsville Town Hall. The Sheriff's Office is working on a burglary ring out of the Harper's Ferry/Hillsboro area, which has not been present south of Route 9 as yet. There have

been no property crimes within the past two weeks, during the Sheriff's Office saturation. Councilperson Botsch asked what types of items the burglary ring is targeting; Deputy Cooper responded that it is anything they can steal quickly and later pawn. Councilperson Botsch also asked if the burglars are armed; Deputy Cooper responded that it is possible they are. He also reported that they are targeting houses that are situated away from the main roads, where it is difficult to see them. There were no further questions. Mayor Ramsey and the Council Members thanked Deputy Cooper for his report.

**IN RE: PUBLIC COMMENT**

There was no public comment.

**IN RE: APROVAL OF AGENDA**

Councilperson Botsch made a motion that the Agenda be approved; Vice-Mayor Graham seconded the motion. Vice-Mayor Graham then asked that an Executive Session dealing with legal matters be added following Council Comments. Following this addition, the agenda was approved by a vote of 3-0, with Councilpersons Prack, Grafton Theodore and Heston absent for the vote. The votes are recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Mary Anne Graham	Aye
R. Daniel Botsch	Aye
Janet L. Heston	Absent
Clarkson J. Klipple	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

**IN RE: BUSINESS ITEMS**

**1. Main Street Enhancement**

Town Administrator Barkley reported on this, noting that the budget overview is in each council member's packet, and for which he provided a review. It was reported that the total project allocation is \$950,000.00, with the 20% match totaling \$190,100.00. Mr. Barkley noted that the Phase 1 grant amount is \$389,400.00, and the Phase 2 grant amount is \$371,000.00, for a total of \$760,400.00. Stantec has been paid \$40,000.00 out of the \$190,100.00 in matching funds; Mr. Barkley has no numbers for Anderson, but noted that it is not required that the Anderson payments be applied toward the match. Mayor Ramsey noted that he feels all incurred expenses should be identified. Town Administrator Barkley noted that he will report expenses to the Land Use Committee at their next meeting. Councilperson Botsch reported that the Land Use Committee meeting was held this week, and that among the take-aways from that meeting was that they need to find out the deadline for spending the first grant. He noted that, in the application for the second half of

the grant, they asked that the deadline for the first half of the grant be extended. The committee was unsure if the extension would be given. **The Town Engineer will revise the concept plan and submit the 50% design to VDOT, who will then review and approve or tell us what we need to change. The Land Use Committee will review the site plan at their October 17, 2012 meeting.** Councilperson Botsch reported that the water lines under Main Street need to be located. Mr. Botsch also reported that the Town may apply for more grant money, which may be used for Airmont Road, burying power lines along Main Street and Loudoun Street, installation of gas lines, and/or FIOS. At a minimum, the committee would like to install conduit for future use. Mayor Ramsey noted Waterford's burying of power lines about ten years ago, and the high cost to them of doing so – they needed federal grant money to accomplish the project. Discussion ensued regarding the installation of FIOS by Verizon. Councilperson Botsch noted that they will look at this issue during the Land Use Committee's meeting in October, and that after receiving VDOT approval they will bring in citizen input. Mayor Ramsey asked if the 50% design would identify all needed easements; Councilperson Botsch stated that it should, as it satisfied VDOT requirements. Town Administrator Barkley also reported that there is a VDOT sequence to be followed. It was reported that it will probably be 2014 before work commences. Mayor Ramsey noted that the County will go out to bid in late spring or early summer of 2013; and that construction of the Franklin Park Trail project will begin in the fall of 2013. Councilperson Botsch and Mayor Ramsey discussed briefly the possibility of going out to bid with the County, or of subordinating their bid to the County's. Mayor Ramsey noted that aligning the two projects could facilitate cost savings to the Town. It was reported that the Town would control the design phase of the project. Mayor Ramsey noted that, to do this, the Town will need to get their bid schedules aligned with the County. It was also noted that the Town could try to coordinate actual execution dates with the County, rather than coordinating the bids. Mayor Ramsey also noted that he will be meeting with the County officials tomorrow morning and will discuss this with Lewis, then a conference call will be arranged regarding these projects. Vice-Mayor Graham asked for clarification of Phase 1 and Phase 1A, which Councilperson Botsch and Town Administrator Barkley explained.

## **2. Franklin Park to Round Hill Trail**

Town Administrator Barkley noted that there is a copy of a letter that was sent by Dewberry to Loudoun Street residents in each Council Member's packet, and noted that Town Council and Town Staff may expect calls from residents regarding this. Councilperson Botsch asked about the meeting schedule included in the packet, and noted that he doesn't know of anyone in Town who attended meetings scheduled for March 14<sup>th</sup> and July 17<sup>th</sup>, or who has met with anyone involved with this project.

Town Administrator Barkley noted that those dates were in an e-mail from Mark Hoffman of the County to Mr. Barkley, and that he would clarify this with Mr. Hoffman. Councilperson Botsch asked Mayor Ramsey to raise the issue of these

meetings during his meeting with County officials scheduled for the following morning; Mayor Ramsey stated that he would do so.

### **3. Town Park Pavilion**

Mayor Ramsey reported that the pavilion is about 80% complete. Town Administrator Barkley reported that it was painted today. The slab will be poured on Tuesday or Wednesday of next week. Councilperson Heston (who arrived about 20 minutes after the beginning of the meeting) asked if there has been any resolution regarding Dominion Virginia Power; Town Administrator Barkley explained how Dominion will do their work, so that most of the sod can be installed. Mayor Ramsey reported that he participated in a walk-through yesterday and was able to settle the layout of the sidewalk. The issues with Dominion are the only “sticking points” in this project. It was reported that the back portion of the park, where construction vehicles have been, will be seeded. Councilperson Botsch asked if this should be done in September, due to weather conditions. Town Administrator Barkley reported that the Town could have someone else install the sod. Mayor Ramsey asked that an estimate be provided for sod to be installed in the entire area inside the sidewalk, so that the park will look better. Town Administrator Barkley reported that he had received that information just this afternoon in an e-mail, and that the cost would be \$2,500.00, which includes the sod and the installation. Councilperson Heston asked if the money for this could be held in escrow, with the sod being installed later, in light of the weather conditions and the necessity of watering. Mayor Ramsey noted that we should wait until Dominion completes their work, which will be approximately mid-August. Mayor Ramsey also reported that the Round Hill Junior Women’s club is planning an event for Labor Day at the park, and that it would be ideal for the sod completed by then. Discussion ensued on various ways this issue could be handled, including having the company building the pavilion wait until later to install the sod, or engaging another company to lay the sod at a later date. It was noted that the Town will need to water daily. Mayor Ramsey asked if Alan could project if we will need to go on mandatory water restrictions in August. Town Administrator Barkley or Vice-Mayor Graham will ask. Councilperson Heston asked who will be responsible for watering; it was noted that that will be part of the duties of the Public Works Department. Vice-Mayor Graham noted that it should be ensured that Dominion tests their work to be certain the electrical portion of the project works, before sod is installed. There was no further discussion.

## **IN RE: ACTION ITEMS**

### **1. Approval of Minutes**

#### **a. June 7, 2012 Public Hearing: B-1 Zoning District Amendments**

Councilperson Botsch asked if the draft included in this month’s Council Packet is the same as in last month’s. Councilperson Heston noted that they are, without corrections. Town Administrator Barkley noted that it is, and that

he will do the corrections. It was the consensus of the Council to table this item until the next Town Council meeting.

b. June 25, 2012 Town Council Meeting

Vice-Mayor Graham noted that on page three, in the sixth line, the name should be “Mrs. Chang,” not “Mrs. Change.” Mrs. Graham and Town Attorney Gilmore also noted that in the fifth line from the bottom, on page three, the word “issues” should be changed to “instances.” Councilperson Botsch noted that, on page five, in the Main Street Enhancement Project section, it should read “construction of the *Franklin Park Trail* project will begin in October 2013,” rather than the “*Main Street Enhancement* project.” Councilperson Botsch asked about the acronym on page 14 – if it should be “TANV” or “TANVI.” Mayor Ramsey noted that it should be “TANV.” Councilperson Heston asked about the reference to “dropping of the check” on page 13, and asked if that was the check for payment of the charges incurred by Sheriff’s Office deputies assigned to the Hometown Festival. Town Administrator Barkley noted that it was. Councilpersons Klipple and Botsch noted that the references to buffers on page seven were still unclear, and seemed to be the opposite of what was said; it was noted that Town Administrator Barkley was to check the tape recording of the hearing to clear up the wording of this section of the Public Hearing minutes. Town Administrator Barkley will do so. Councilperson Heston also noted another reference on page seven to checking the tape recording. Town Attorney Gilmore noted that, on page six, regarding recording the votes, it should be made clear that there is no state code requirement as to the style of recording the votes, but that there is a state code requirement that the votes be recorded. Following this discussion, Vice-Mayor Graham made a motion to approve the minutes as amended, with Councilperson Klipple seconding the motion. There was no further discussion. The minutes were approved by a vote of 4-0; with the vote recorded thus:

<u>MEMBER</u>	<u>VOTE</u>
Mary Anne Graham	Aye
R. Daniel Botsch	Aye
Clarkson J. Klipple	Aye
Janet L. Heston	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

**2. Contract Award: Hayman Lane Water and Sewer Extension Project**

Town Administrator Barkley noted that the letter from the Town Engineer and the bid information regarding this is in each Council Member’s packet. Mr. Barkley noted that the funds for this project have been budgeted, and the Town is now ready to bid. It was reported that the firm of G.B. Foultz has been recommended by the Town Engineer. Their bid is in the amount of \$302,720.02. This is

without the raw water line portion. It was also recommended that the Town not pursue the raw water line. It was recommended that the bid amount of

\$302,720.02 be awarded, due to the condition of Well 27A. G.B. Foultz is available to start the project this summer, and will require approximately 90 days for completion. Mayor Ramsey noted that this will cause quite a bit of disruption to the residents in this area, and asked how soon Town Staff can get information regarding this to Hayman Lane residents. Town Administrator Barkley reported that it would take one to two weeks. Vice-Mayor Graham noted that e-mail, phone and letter should all be employed, to ensure all residents are informed. Town Administrator Barkley reported that he could also go door-to-door, as he knows most of the residents of this area. Councilperson Heston asked for an explanation of the change regarding the raw water line, which Mayor Ramsey and Vice-Mayor Graham explained. Mayor Ramsey noted that it is not anticipated that a well will be installed in the area known as "The Hook" in the future, so a raw water line will not be needed. Mayor Ramsey asked if the \$302,720.02 cost will be within the budget; Mr. Barkley noted that it is below the budgeted amount. Following this discussion, Vice-Mayor Graham made a motion to approve the proposal of G.B. Foultz for \$302,720.02; Councilperson Klipple seconded the motion. Councilperson Heston asked a question regarding the Arthur firm, which is already doing work for the Town, and why they couldn't do the work on this project as well; Vice-Mayor Graham and Mayor Ramsey explained this. Town Administrator Barkley noted that Town Staff would be happy to provide a tour of the Hayman Lane site to Council Members. Following this discussion, the motion was voted upon, and carried with a vote of 4-0. The contract will be awarded to G.B. Foultz. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Mary Anne Graham	Aye
R. Daniel Botsch	Aye
Clarkson J. Klipple	Aye
Janet L. Heston	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

### 3. Reimbursement for Travel and Other Expenses

Councilperson Heston explained the Reimbursement Policy, which Town Administrator Barkley noted was not in the packet, but was handed out at this evening's meeting. The policy deals with travel expenses, mileage, meals and other incidental expenses, and conforms to the prevailing Virginia State per diem rate. Councilperson Heston made a motion that **Policy Number 28, Reimbursement for Travel and Other Expenses**, be adopted; Councilperson Botsch seconded the motion. Vice-Mayor Graham suggested that consideration of costs related to conferences at hotels be added, with Councilperson Botsch

helping to clarify this. Mayor Ramsey noted that the Council needs to know how an exception for this would be approved and/or who would be allowed to approve this. Councilperson Heston noted that she feels the policy covers this issue. Mayor Ramsey noted that he feels this policy could prevent reimbursement for this cost, as the wording of the policy is specific and doesn't allow for exceptions. Councilperson Botsch suggested having exceptions approved by the town Administrator with notification to the Administration Committee. Mayor Ramsey suggested adopting this method of approving exceptions, with prior notification to the Town Council, in order to keep the Town Council abreast of these expenses/payments. Following discussion, it was agreed that the exception would only be for a lodging per diem. Vice-Mayor Graham asked if, in the third bulleted item, elected and appointed officials should be included. Councilperson Heston noted that there is a different policy in place for these representatives. Mayor Ramsey asked why the rules would be different for these two groups. The consensus of the Council was to use the term "traveler" rather than "town employee" in this section. Mayor Ramsey noted the wording should be "*to or from a private destination*" in this section. Following this discussion, the vote was held, with the motion to adopt the amended policy approved by a vote of 4-0. The votes are recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Mary Anne Graham	Aye
R. Daniel Botsch	Aye
Clarkson J. Klipple	Aye
Janet L. Heston	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

Councilperson Heston requested that Town Administrator Barkley notify all Town employees of the new policy.

#### **4. Round Hill Town Code, Chapter 15, "Offenses and Nuisances – Miscellaneous"**

Town Administrator Barkley reported that outreach was provided to businesses in the Town by Councilpersons and Town Staff regarding the issue of overnight deliveries. Someone representing the Town talked to each business owner in the Main Street/Loudoun Street area. It was reported that Robert Cairns, the manager of the Exxon station, is concerned as he has no control over the times of the delivery of fuel. The Mini-Mart also reported that they have no control over times of deliveries. All business owners contacted raised concerns regarding newspaper deliveries. It is felt that the Town can work to rectify these concerns. Mayor Ramsey noted that fuel deliveries to the Exxon station are made by Holtzman Oil, who is the owner of the station; Mayor Ramsey feels sure Mr. Holtzman can arrange delivery times to be in compliance with the Ordinance. Councilperson Botsch noted that, in regard to the delivery of groceries, if the

trucks need to wait, they could do so in a different area, so they aren't just parked and idling in the area covered by this regulation. Discussion ensued regarding the exemption of newspaper deliveries. Vice-Mayor Graham asked how this will be enforced; Councilperson Botsch noted that the hope is that the awareness of the Ordinance by business owners will encourage compliance. It was also noted that any business owner who is not in compliance could be taken to court. It was decided to word the document to read "*with the exception of newspaper deliveries.*" Following this discussion, Councilperson Botsch made a motion to approve the addition of **Chapter 15, "Offenses and Nuisances – Miscellaneous"** to the Round Hill Town Code, Section 15-55, as amended; Councilperson Heston seconded the motion. The motion was approved by a vote of 3-1, with Vice-Mayor Graham dissenting. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Mary Anne Graham	Nay
R. Daniel Botsch	Aye
Clarkson J. Klipple	Aye
Janet L. Heston	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

#### **5. Appointment of Vice-Mayor**

Councilperson Botsch made a motion to reappoint Mary Anne Graham as Vice-Mayor; Councilperson Klipple seconded the motion. There was no further discussion. The motion was approved by a vote of 3-0-1, with Vice-Mayor Graham abstaining. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Mary Anne Graham	Abstain
R. Daniel Botsch	Aye
Clarkson J. Klipple	Aye
Janet L. Heston	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

#### **6. Committee Assignments**

Town Administrator Barkley handed out a copy of the current Committee Assignments. Mayor Ramsey noted that he would like to reappoint Council Members to their current assignments, if there are no objections. Councilperson Heston noted that she did have an objection. Vice-Mayor Graham asked if a Council Member is obligated to serve on the committee to which appointed by the Mayor; Town Attorney Gilmore responded that she will check the Town's Charter regarding this. Discussion of possible changes to committee



appointments ensued. It was noted that the Mayor may appoint a citizen to a committee of the Town Council, but they are not allowed to vote. Discussion of an attendance rotation for the Land Use Committee, the Planning Commission, and the Town Council ensued. There was also discussion of holding committee meetings in the morning versus the evening, and the reasons for doing so. Mayor Ramsey noted that he will reappoint as shown on the handout, due to the absence of Councilperson Prack, to enable him to have a say regarding this.

## **IN RE: REPORTS**

### **1. Town Administrator's Report**

Town Administrator Barkley noted that his reports are included in written form in each Council Member's packet, and that he would be happy to answer any questions. Mr. Barkley also reported that additional funding for the water portion of the Hayman Lane project in the amount of \$122,475.00 has been received, and that this figure is not included in the printed report. Town Staff will regroup next week at the wastewater plant regarding the mixer; also, there will be further testing at the Route 7 water treatment plant. Town Administrator Barkley reported on year end operating surpluses for FY 2012, which are noted in the report. He reported that the auditor is working on the books now, and that he will have a report for the Town Council at their November meeting. Mr. Barkley reported that the Town has a fee waiver of \$30,000.00 per year for the landfill for the next two years. Staff members are still working on the sludge press problem; Prime is showing a willingness to fix the problem; however, the warranty precludes any recourse by the Town if the problem is associated with chemistry. Town Administrator Barkley reported on crime issues in western Loudoun, including those reported by Deputy Cooper earlier in the meeting, and about robberies at Harris Teeter locations in North Carolina and Virginia. Town Administrator Barkley reported that the VRS Resolutions have been submitted. Mr. Barkley reported that the Town Attorney is reviewing the leases for Verizon's cellular equipment on the water tower, and that Sprint is working to obtain a new lease on the tower. Verizon is having some trouble getting zoning approval in an expedient manner from the County, so the Council may want to include this item on their agenda for the next meeting. Mayor Ramsey discussed cancelling the August Town Council meeting, if there is nothing pressing on the agenda; discussion of this ensued. It was the consensus of the Council to cancel the August meeting. Town Administrator Barkley noted that he had nothing further to report. Councilperson Botsch asked when the painting of the Town Office exterior would begin. Mr. Barkley reported that the work was postponed due to the hot weather, but is scheduled to start next week.

### **2. Town Planner/Zoning Administrator's Report**

Town Planner/Zoning Administrator Kinsley noted that a copy of his report is provided in each Council Member's packet. Mr. Kinsley reported that S&S

Heating and Cooling has leased the Buhl Electric site, which they hope to purchase within five years. Councilperson Botsch asked if the report in the packet is an older report. It was noted that it was, and the most recent report was then handed out. Vice-Mayor Graham asked what happened at the last Planning Commission meeting. Town Planner Kinsley reported that he was unable to attend the meeting, and that the Commissioners worked on the Comprehensive Plan update. It was reported that statistical updates and demographic information have been completed. Vice-Mayor Graham asked when the Planning Commission expects to complete this work. It was noted by Town Attorney Gilmore that they are only required to review the Plan, and that public hearings will be required if changes are made. Mr. Kinsley reported that the Commission wants to have public input sessions, which will probably be held in the fall. Town Attorney Gilmore reported that she and Mr. Kinsley met regarding the Round Hill United Methodist Church; the final site plan is needed for review by December 2012, and the church can apply for an extension. The written request for an extension would need to be completed by October 10, 2012. The Town has not yet received official word from the church on the status of this project. Town Planner Kinsley will send a letter to the church to notify them of this requirement. It was noted that the church will not pursue their expansion; however, the Town has not received official notification of this. Councilperson Botsch asked about Mr. Kinsley's discussion with Linda Robey regarding parking issues related to the Franklin Park Trail, which Mr. Kinsley expanded upon. There was no further discussion.

### **3. Mayor's Report**

Mayor Ramsey reported on the July 4<sup>th</sup> event, which was successful and had a good turn-out (approximately 200 people). Councilperson Botsch asked if there were any comments about the pavilion. Mayor Ramsey noted that there were, and that most were positive. On July 4<sup>th</sup> Mayor Ramsey noted some issues with the electrical outlets at the pavilion, which have been taken care of. Mr. Ramsey also reported that he spoke with Lewis Rauch and received updates on various projects/issues between the County and the Town. Mayor Ramsey will meet with Mr. Rausch regarding the Sheriff's Office Substation project. The County may make the hook-up to Town water and sewer a "bid alt." He reported that the issue of the substation hook-up to Town water and sewer versus use of a well and septic system on the site may be sent back to the County/Board of Supervisors. The current site plan still shows the hook-up to the Town water and sewer. This issue will be dependent upon budgetary approval. The combination of the Franklin Park Trail and Main Street Enhancement projects were discussed informally. Mayor Ramsey received a request from a citizen to replace the metal plate denoting payment of personal property taxes, currently used by the Town, with a sticker. Mayor Ramsey will work on the rate study and hopes to have a draft available in August; this will be presented to the Town Council in September.

#### **4. Utility Operations, Public Facilities, and Projects Committee**

Vice-Mayor Graham began by commending Utility Staff members for their response to the storms of June 29<sup>th</sup>, and noted that she and Town Administrator Barkley have discussed compensation of staff members for their actions. Mrs. Graham also reported that the Town was unable to obtain generators, due to the return of power quickly. Vice-Mayor Graham discussed with the Utility Committee the possibility of purchasing a generator, at a cost of approximately \$65,000.00 to \$75,000.00. Mayor Ramsey asked what the generator would be used to run. Vice-Mayor Graham reported that it would be used to power the wells, one at a time. Mrs. Graham noted that the Council may want to add this item as a budget amendment. Mayor Ramsey noted that the Council may want to discuss this during their March budget process. Vice-Mayor Graham reported that the wells behind Goose Creek were checked and one was not working properly; and that it is important that new wells be connected to the town system quickly. Alan noted that last year's earthquake has lowered production somewhat in some wells. Vice-Mayor Graham reported that Mr. Jaime Emery, a hydrogeologist, will be in the area on July 24<sup>th</sup>, and wants to meet with Town Staff. His firm specializes in finding water sources. Vice-Mayor Graham reported that the next Utility Committee meeting will be on August 7<sup>th</sup> at 7:30 a.m. Councilperson Heston asked about a \$14,000.00 expenditure for computer software, and how these types of expenditures are handled; Town Administrator Barkley explained that that was incurred at Stoneleigh and was already included in the budget. There was also a question raised about travel expenses which related to Sterling Environmental; which Mr. Barkley explained.

#### **5. Administration and Communications Committee**

Councilperson Heston reported that the Committee discussed the Reimbursement Policy, and then went into an executive session. The committee will meet again on August 14<sup>th</sup> at 7:30, subject to change.

#### **6. Land Use Committee**

Councilperson Botsch noted that the Council has already covered a lot of the information discussed at their last meeting, including the Business Code amendment and the Main Street Enhancement Project. The committee decided to table the Article 7 changes for now. It was reported that VDOT will repair the curb on High Street, and that the Town is responsible for the sidewalk repair; the committee will obtain an estimate. There was also discussion of the sidewalk on North Locust Street. Councilperson Botsch noted that they will provide recommendations for sidewalks at the next Town Council meeting. Finally, it was noted that the Land Use Committee will next meet on August 13<sup>th</sup> at 8:00 a.m.

**IN RE: COUNCIL COMMENTS**

Councilperson Klipple noted that he doesn't like using double-sided copies, and explained his reasons for this. Town Administrator Barkley noted that staff can customize copies for Council Members. Vice-Mayor Graham reported she and Town Attorney Gilmore will meet with Kevin and Ralph next Friday to discuss insurance and rules and regulations regarding Sleeter Lake Park. Mayor Ramsey asked for an update on Councilperson Prack; Vice-Mayor Graham noted that she met with him two weeks ago. Town Administrator Barkley reported that he sent Councilperson Prack an Edible Arrangement on behalf of the Town Council. Mayor Ramsey reported on activities planned for Labor Day at the Town Park, including a concert and refreshments. Discussion of the Town Park ensued, with it being noted that alcohol is not allowed. Councilperson Botsch asked if it would be possible to have a wine tasting there. It was noted that that would require Town Council approval, and a liquor license. In addition, access to the area would need to be restricted, and the Town would need to obtain an insurance rider. Town Attorney Gilmore discussed issues related to this. Vice-Mayor Graham noted that it is difficult to get wineries to participate. There were no further Council Comments.

**IN RE: MEETING ADJOURNMENT**

Vice-Mayor Graham moved that the Round Hill Town Council recess its regular meeting and convene a closed session for consultation with legal counsel regarding utility and land use related matters as authorized by Virginia Code 2.2-3711(a)7, with the following persons invited to attend: Town Council members, the Mayor, and the Town Attorney. Councilperson Botsch seconded the motion. The motion was approved by a vote of 4-0, with Councilpersons Prack and Grafton Theodore absent for the vote. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
R. Daniel Botsch	Aye
Mary Anne Graham	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

Motion to resume open session by Vice-Mayor Graham, seconded by Councilman Klipple.  
Passed 4-0.

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
R. Daniel Botsch	Aye

Mary Anne Graham	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

Motion to certify no items discussed that were not exempt from open session by Vice-Mayor Graham, seconded by Councilman Klipple. Passed 4-0.

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
R. Daniel Botsch	Aye
Mary Anne Graham	Aye
Janet L. Heston	Aye
Clarkson J. Klipple	Aye
Christopher J. Prack	Absent
Jennifer Grafton Theodore	Absent

The regular meeting was reconvened and then was recessed at 12:55 a.m.

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Scott T. Ramsey, Mayor

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Debra McDonald, Recording Secretary