

**ROUND HILL TOWN COUNCIL
REGULAR MEETING MINUTES
October 18, 2012**

A regular meeting of the Round Hill Town Council was held in the Town Office, 23 Main Street, Round Hill, VA, on Thursday, October 18, 2012.

Council Members Present

Scott T. Ramsey, Mayor
Mary Anne Graham, Vice-Mayor
R. Daniel Botsch
Janet L. Heston
Clarkson J. Klipple
Christopher J. Prack
Jennifer Grafton Theodore (arrived at 7:45 p.m.)

Others Present

Deputy Anthony Cooper
(arrived late)
Maureen Gilmore
Margaret O'Brien
Jeff Mitchell

Staff Members 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

At this point in the meeting Town Administrator Barkley reported that Deputy Cooper was in Leesburg, but was on his way to the meeting. Upon Deputy Cooper's arrival (at approximately 8:08 p.m.), he reported that there have been no major incidents in Round Hill during the past month. He also reported that he compiled a list of County ordinances he feels the Town may want to adopt, which he discussed with the Council. Deputy Cooper will leave a copy of the ordinances with Town Administrator Barkley, who will provide copies to each Council member. Town Attorney Gilmore asked what proportion of the fine the Town would collect, if Round Hill adopts the ordinances into its own code, and a violation goes to court. Deputy Cooper responded that he has not yet had time to research that, but will do so once the Town decides which ordinances they may want to adopt, and provide the information to the Town. Deputy Cooper also encouraged the Council to let him know if they need clarification on the ordinances, or if there is anything else they may want to include. Councilperson Prack asked about the nature of enforcement if the Town adopts these ordinances; Deputy Cooper explained that they will

enable the Sheriff's Office to enforce a County code within the Town. Deputy Cooper noted that fines levied from the issuance of tickets will go to the County. Deputy Cooper asked if there were any further questions. Mayor Ramsey asked if the Sheriff's Office could supply any traffic calming devices (such as traffic cones or signs) for use on Halloween, especially at the eastern entrance to Round Hill. Deputy Cooper stated that he will see what he can do. He also reported that Community Policing is working with the Office of Adult Parole and Probation on enforcing "Operation Porch Light," which prohibits registered sex offenders from having a porch light on from 4:00 to 9:00 p.m. on Halloween. There were no further questions. The Council thanked Deputy Cooper for his report.

IN RE: PUBLIC COMMENT

Ms. Margaret B. O'Brien, of 5 Main Street, spoke to the Council, and provided each Council Member a printed copy of her remarks. She voiced her concerns regarding the parking lot behind the medical building on East Loudoun Street. Ms. O'Brien noted that the concept of shared parking has turned into a nuisance at this location. She pointed out that cars are parked in the grassy area (which is not a parking lot), and that cars are parked close together and back to back. Ms. O'Brien also discussed the issue of cars being brought to the lot on tow trucks, at all hours, and the noise that this and other activities creates. She also discussed water runoff, and lack of attention to buffer zones. Ms. O'Brien closed her remarks by noting that "...residents' interests need to be protected as well as the interests of the businesses." Ms. O'Brien thanked the Council. There was no further public comment.

IN RE: APROVAL OF AGENDA

Vice-Mayor Graham made a motion to approve the Agenda with the following change: to move the presentation regarding Resolutions 2012-08 and 2012-09 to immediately after approval of the Agenda; Councilperson Botsch seconded the motion. Mayor Ramsey clarified that there are actually two resolutions, as two units are present at this evening's meeting. There was no further discussion. The Agenda was approved, with the change noted, by a vote of 5-0, with Councilperson Grafton Theodore absent for the vote. The vote is recorded as follows:

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

IN RE: RESOLUTION 2012-08 AND RESOLUTION 2012-09 – RED RIBBON WEEK

Town Administrator Barkley reported that both resolutions, proclaiming October 23 – 31, 2012, as Red Ribbon Week in Round Hill, are the same; with the only difference being the units represented – the Shenandoah Valley Young Marines and the Colonel Wesley Fox Young Marines, who are located in Lovettsville. Gunnery Sergeant Smith made the presentation, explaining the significance of the Red Ribbon, and the history surrounding Captain “Kiki” Camarena, a Marine Drug Enforcement Agent. Each person attending was presented with a Red Ribbon attached to a short printed history of the program. Gunnery Sergeant Smith thanked the Town Council for supporting the Young Marines’ Red Ribbon Week campaign. The Council thanked Gunnery Sergeant Smith for his presentation. Following this, Councilperson Botsch made a motion that the Town Council approve **Town of Round Hill Resolution 2012-08 on Red Ribbon Week for the Shenandoah Valley Young Marines**; Councilperson Klipple seconded the motion. The motion was approved by a vote of 6-0, with the vote recorded as follows:

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

Councilperson Botsch made a motion to approve **Town of Round Hill Resolution 2012-09 on Red Ribbon Week for the Colonel Wesley Fox Young Marines**; Councilperson Klipple seconded the motion. The motion was approved by a vote of 6-0, with the vote recorded as follows:

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

Mayor Ramsey then recessed the regular meeting of the Round Hill Town Council in order to award the Proclamations to Young Marines representatives.

The regular meeting of the Town Council of the Town of Round Hill was returned to order at 8:51 p.m. by Mayor Ramsey.

IN RE: BUSINESS ITEMS

1. FY 2012 Financial Statements, Mitchell & Co.

Mr. Jeff Mitchell, C.P.A., who completed the audit for the Town of Round Hill, made the presentation. He began by discussing professional continuing education he participates in, and that there is now a movement to have two separate accounting laws – one for large entities, and one for small entities (such as Round Hill). Mr. Mitchell noted that he supports such a move. Mr. Mitchell then reported that he found the Town's books and records to be in order. It was noted that this report deals with the period from 2009 to June 30, 2012. Mr. Mitchell reported that the Town's cash position is improving, and he explained the various columns in the report. Mr. Mitchell discussed the Bond Escrow money under the Water and Sewer column. Mr. Mitchell also discussed all water and sewer costs. It was reported that there are no large outstanding bills. Mr. Mitchell discussed long-term debt. He also explained the possibility of Round Hill registering for a program conducted by the Commonwealth of Virginia, called the State of Virginia Debt Offset, which would facilitate collection of receivables due to the town that have not been paid by residents. Mr. Mitchell reported that the General Fund has a surplus, which includes a transfer from Utility Operation. He discussed how items are classified in order to more clearly show funds available to the Town. Mr. Mitchell also discussed the refinancing of the debt, and how it has paid off in the Town's accumulation of cash. Mr. Mitchell described how debt service payments will escalate in future years. The historical statistical report was discussed. Mr. Mitchell noted that the Town is now collecting more sales tax; he also discussed how well the Town has done with keeping their real estate tax revenue level. Vice-Mayor Graham asked for clarification of items on page 5 of the report; Mr. Mitchell explained that this is all related to the General Fund. Mr. Mitchell noted that the Town has a very strong General Fund surplus. In closing, Mr. Mitchell stated that he works for the Town Council; he thanked the Council for the opportunity to speak with them, and noted he is available for any follow-up questions. Councilperson Botsch thanked Mr. Mitchell for making the information "easy to digest." Council Members thanked Mr. Mitchell for his presentation.

(Deputy Cooper had arrived, and presented his Community Policing Report at this point in the meeting.)

2. Main Street Enhancement Project

Councilperson Botsch reported that the Land Use Committee was unable to meet with Dave Bowers this week, but will try to meet with him next week. Town Administrator Barkley reported that the 50% Design is here and will be forwarded to VDOT after review by the Land Use Committee next week. Vice-Mayor Graham asked if there is a letter ready to go to residents on Main Street regarding this project; Town Administrator Barkley reported that the letter is ready to go to residents, and will be posted to the Town's website as well. Mr. Barkley also reported that an e-mail distribution list will be created, in order to facilitate distribution of announcements and notices relating to this project. It was noted that

the members of the Land Use Committee and the Town Council would like to have full-size copies of the 50% Design; discussion ensued regarding local companies who could produce full-size copies of this.

3. Sleeter Lake Park

Vice-Mayor Graham reported that there is no new information regarding this project; she also asked if it would be possible for the Land Use Committee to act as a subcommittee or adjunct committee to this project. Councilperson Botsch explained that they would like to get a report from Dave Bowers about the feasibility of going forward on this project, before forming a committee to work further on this. Town Administrator Barkley noted the items that will be included on a list prepared by Mr. Bowers, and what it might take to get the project going. This list will also include possibilities for grant funding. Councilperson Prack noted various buildings/debris on the property that will need to be removed. Council also discussed the condition of the existing roadbed. Town Administrator Barkley noted that the original conceptual plan for the park will be used going forward. Mayor Ramsey asked if the lot lines are marked; Town Administrator Barkley noted that they are not yet marked. Mr. Barkley and Town Planner/Zoning Administrator Kinsley discussed the size of the lot, which is 28 acres, not 11 acres as was previously thought. The lots probably will need to be subdivided, and the engineer will need to work with Peed & Bortz regarding buffers at the wastewater treatment plant. Town Attorney Gilmore noted that, since this project is subject to a proffer made by the owners of the property, it would be a good idea to meet with the County beforehand. Mayor Ramsey asked that it be ensured that Mr. Bowers has a pre-application meeting with the County regarding this, so the Town will know what approvals will be needed. Vice-Mayor Graham spoke to the proffer, and asked if there will be problems with R.H.I. if everyone is allowed to use the park. It was the consensus of the Council that this would not occur. It was also noted that any grant money received will most likely preclude limiting access to the park. Councilperson Heston asked what ramifications possible future enlargement of the wastewater treatment plant could have in relation to the park. Keith Lane noted that it probably would be a long time before the enlargement of the plant might occur. Mayor Ramsey and Keith noted that buffer requirements will be the larger question. Mayor Ramsey reported that Stantec is preparing a list and will probably want to have an engineering study done. Councilperson Botsch stated that he would like to have an overall assessment from Mr. Bowers. Councilperson Prack noted that it would be nice to save the barn on the property for use in the park. Town Administrator Barkley reported that there are three structures that could be retained in order to highlight the history of the area. In closing, it was reported that Councilperson Botsch and Town Administrator Barkley will work together to schedule a Land Use Committee meeting with Mr. Bowers.

IN RE: ACTION ITEMS

1. Approval of Minutes

a. July 19, 2012 Town Council Meeting

Town Administrator Barkley clarified the discussion of the 50% Design comment (the reason the approval of the minutes was tabled at the September Town Council Meeting). Following this, Councilperson Heston made a motion to approve the minutes of the July 19, 2012 Town Council meeting as presented; Councilperson Botsch seconded the motion. The minutes were approved by a vote of 3-0-3, with three abstentions. The vote is recorded as follows:

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

b. September 20, 2012 Town Council Meeting

Vice-Mayor Graham noted that, on page 10, in the second line, the acronym "B.R.A." should read "V.R.A." Councilperson Botsch noted that on page five, in the section titled "Main Street Enhancement Project," the seventh line down, Lewis Rauch's name is misspelled. Also, Councilperson Botsch asked if discussion of the new parking ordinances brought to the Council by Deputy Cooper go to the Land Use Committee or the Planning Commission first. Mayor Ramsey explained that amendments to the Town Code are handled solely by the Town Council; amendments to the Zoning Ordinance go first to the Planning Commission. It was decided to begin discussion of these ordinances in the Land Use Committee. Following this discussion, Councilperson Heston made a motion to approve the September 20, 2012 Town Council Meeting Minutes with the changes noted; Councilperson Botsch seconded the motion. The minutes were approved by a vote of 4-0-2, with Vice-Mayor Graham and Councilperson Grafton Theodore abstaining. The vote is recorded thus:

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

2. Cellular Equipment Lease Agreement – Verizon Wireless

Town Administrator Barkley reported that Verizon Wireless has received approval of their site plan amendment from the County, and will remove the twelve existing antennae on the Town's water tower and replace them with fifteen larger antennae. Town Attorney Gilmore is drafting a new lease based on the new equipment on the water tower; the present lease is valid until September 2013. Town Administrator Barkley reported that the Town's engineers will analyze the impact of Verizon's new equipment on other equipment on the tower, and also the impact on the structural integrity of the tower itself. Mayor Ramsey asked if the Town should notify other companies who have equipment on the water tower of Verizon's plans; Town Attorney Gilmore stated that would be helpful, but should be done only as "an F.Y.I." Mayor Ramsey reported that, when the Town is nearing agreement with Verizon, Council will be briefed again. Mayor Ramsey also noted that the Town is looking to be recompensed for the expansion Verizon is requesting. There was no further discussion.

IN RE: REPORTS

1. Town Administrator's Report

Town Administrator Barkley noted that his report is presented to the Council in writing, and that he would be happy to address any questions or comments. Vice-Mayor Graham asked if the Council should approve the minutes of the Executive Session. Town Attorney Gilmore noted that this should be done, and that she will complete those minutes in time for the next meeting. Town Administrator Barkley reported that the Administration and Communications Committee will look at the issues surrounding Change Orders, and will, perhaps, consider creating a new section in the Personnel Policy dealing with the handling of Change Orders. Mr. Barkley reported that Mark Hoffman will be taking the reins on the Franklin Park Trail project, following the resignation of Lew Rauch. Mr. Barkley stated that his understanding is that Dewberry and Davis have completed surveying for this project; now they will obtain needed easements, then lead public information meetings. Mr. Barkley believes these will take place in the next few weeks. Town Administrator Barkley reported that Arthur Construction has the permits for installation of electrical power at the Route 719 Lift Station. This work should commence as soon as Dominion Virginia Power installs the new service, Keith reported. Vice-Mayor Graham asked if there has been any resolution of the sidewalk damage/repair on New Cut Road; Keith noted that there has not been as yet. Town Administrator Barkley discussed the quote he received from Brothers Paving for the sidewalk repair on High Street; he also discussed the sidewalk on North Locust at Loudoun Street, and extending the High Street sidewalk toward the Moriarity property in order to provide a crosswalk, with the major concern being children needing to cross High Street in this area. Mr. Barkley will provide the quote from Brothers Paving to the Land Use Committee. Vice-Mayor Graham asked if there have been any applicants to fill any of the vacant positions

on various Town government bodies; it was noted there have not been. However, Town Planner/Zoning Administrator Kinsley noted that Mike Hummel is interested in serving on the Board of Zoning Appeals. Councilperson Botsch asked about the Main Street Enhancement Project and the possibility of coordinating this work with the County's work on the Franklin Park Trail Project; it was noted that there has been no movement toward this yet. Mayor Ramsey suggested that we revisit this after the Town submits its 50% Design to VDOT. Councilperson Heston asked if we should contact our Supervisor regarding this issue. Mayor Ramsey noted that he feels the County was ahead of us with VDOT requirements, and was waiting for the Town to "catch up." Councilperson Botsch expressed concern that the County will hold public meetings without first working with the Town on coordinating these projects. Mayor Ramsey requested that Town Administrator Barkley ask Mr. Hoffman if the County has a date set for public information sessions. Mr. Barkley stated that he will, but that the County seems unwilling to work with Round Hill when the Town asks for further information. Mayor Ramsey stated that he feels the County is simply behind schedule on this. It was also noted that the last meeting with Supervisor Clarke regarding this project was held on August 10, 2012. Mayor Ramsey reported that, once the 50% Design has been submitted, he will try to arrange a meeting with County officials.

2. Town Planner/Zoning Administrator's Report

Town Planner/Zoning Administrator Kinsley noted that he e-mailed his report, and that each Council Member should have a copy in front of him/her. Mr. Kinsley reported that he spent a lot of time preparing for the Board of Zoning Appeals meeting held on September 26th. He also noted that most of the items in his report deal with the County. Discussion ensued regarding items to confer about with the County/VDOT, such as the need for an acceleration lane from West Loudoun Street onto the Route 7 bypass, and milling Main Street to its original level. Mr. Kinsley, Mr. Barkley, and the Council also discussed the extension of Evening Star Drive to the Route 7 bypass; it was noted that Evening Star Drive would have to go through the Tegge property, which is under a conservation easement. Town Planner/Zoning Administrator Kinsley reported on the survey the Planning Commission would like to include in the town newsletter (for use in updating the Comprehensive Plan). Mayor Ramsey noted when the next newsletter is expected to go out, and that the Planning Commission may have to extend their time frame for completion of this until after the holidays. Town Planner Kinsley reported that he had spoken to a representative of the Mt. Zion church regarding their plans to expand. Mayor Ramsey and Mr. Kinsley discussed parking issues that may occur related to this. Town Zoning Administrator Kinsley, Council Members, and Town Attorney Gilmore then discussed e-mails included in a FOIA request related to the BZA hearing on September 26th. It was noted that each e-mail should be sent to Mr. Kinsley, and

should be listed individually, not linked together. Town Attorney Gilmore stated that all e-mails related to this have been requested; even if that necessitates sending five copies of the same e-mail. The time limits related to the FOIA request were discussed. Town Attorney Gilmore suggested that Town Planner/Zoning Administrator Kinsley clarify with the requestor how many copies of the e-mails are needed; however, Ms. Gilmore suspects they will want all e-mails. Ms. Gilmore also noted that the Town could be found in violation of the FOIA request if all e-mails are not provided. Mayor Ramsey asked if the Town's web service provider has worked with Mr. Kinsley regarding this issue; it was noted that it is not certain our server can do this.

3. Mayor's Report

Mayor Ramsey reported that the Town Newsletter will come out in late November/early December, and will include the survey the Planning Commission requested. Mr. Ramsey reported that a dedication ceremony for the Town Park Pavilion was held on October 13th, and was successful. It was reported that about twenty people attended. There was a short discussion of the way this event was advertised. Councilperson Botsch asked about the condition of the grass in the Town Park. Mayor Ramsey noted that it looks pretty good; some sod on the south side of the pavilion keeps dying – the Town may have to look at some other solution for this problem. Mayor Ramsey briefly discussed a few remaining items to be completed at the Town Park. Mayor Ramsey reported that the Round Hill Arts Center has asked if the Town would be interested in applying for an arts grant in conjunction with their organization; the due date for which is in January. Town Planner Kinsley is researching this now; Mayor Ramsey is waiting for feedback from the Arts Center director as to what types of projects the grant would fund. Vice-Mayor Graham asked if the Arts Center has any staff. Mayor Ramsey noted that they have a director and instructors. Vice-Mayor Graham asked if they have a Board; it was reported that they do. Mayor Ramsey reported on a conference call between the Town and R.H.I. regarding KHovnanian.

4. Utility Operations, Public Facilities, and Projects Committee

Vice-Mayor Graham reported that the Utility Committee met this month; there will be issues discussed at the Executive Session regarding information presented at this meeting. Mrs. Graham noted that she was contacted by Wally Johnson regarding the ordinance requirement for equipment dealing with fire suppression; the Utility Committee will meet with Mr. Johnson in November. Mayor Ramsey asked if Mr. Johnson is asking for the ordinance to be amended. Vice-Mayor Graham noted that he may be asking for a waiver.

5. Administration and Communications Committee

Councilperson Heston reported that she and Town Administrator Barkley met; the committee members were unable to attend. Mr. Barkley has already discussed

issues covered in this meeting. It was noted that the Committee will meet again on November 13th.

6. Land Use Committee

Councilperson Botsch noted that much of the information in his report has already been covered. The Committee originally planned to have two meetings, however, one was postponed. Mr. Botsch reported that they met with Mike Hummel and the Thomases regarding the possible annexation of their properties located on the west side of town. Discussion ensued regarding annexation versus boundary adjustments versus voluntary annexation with the County; Town Attorney Gilmore explained the differences among these options. Councilperson Botsch discussed the Parking Survey done by Town Planner/Zoning Administrator Kinsley in the B-1 Business District, which was presented to the Land Use Committee. Mayor Ramsey asked for a copy of this survey; Councilperson Prack noted that he would like to have more detail on where these parking spots are located. Mayor Ramsey noted that this report would be useful for future uses/questions. Councilperson Botsch stated that the Land Use Committee will review this to ensure it's complete, and then will present it to the Town Council. Councilperson Botsch also stated that the Committee will look at the list of ordinances provided by Deputy Cooper and decide which, if any, the Town may want to adopt.

IN RE: COUNCIL COMMENTS

Councilperson Heston passed out a copy of an unsigned flyer that has been distributed in the community; this was done for the Council's information only. Mrs. Heston noted that Council Members may want to inform town residents of the proper ways to handle complaints. A brief discussion ensued regarding this, with Councilperson Botsch suggesting that any calls received by Town Planner/Zoning Administrator Kinsley in reference to this should be referred to Council Members. Councilperson Heston also noted work done on two of the stone pillars on the northeast side of the Town Park. Upon checking with Town Administrator Barkley, Mrs. Heston discovered that Mayor Ramsey had worked with Mr. Dennis at the Round Hill Auto Service regarding this. Councilperson Heston noted that this issue had previously been discussed by the Council, and no action had been taken. Mrs. Heston stated that she feels this is beyond the scope of the Mayor's authority. Discussion of this issue ensued, during which it was posited that the pillars presented a safety hazard for clients/workers at the Round Hill Auto Service in pulling/backing onto Loudoun Street. Council Members and Mayor Ramsey discussed the scope of the Mayor's authority in approving work such as this, and the responsibility the Town Council holds in approving such projects. Town Administrator Barkley reported that the cost of the work on the pillars was \$820.00. Discussion of maintenance issues versus other issues involving lesser expenditures took place. Mayor Ramsey discussed his reasons for taking the action he did. Council Members discussed their concerns surrounding this issue. In closing, Mayor Ramsey again stated his rationale for making decisions he does on behalf of the Town, and expressed that he was

sorry this issue hurt his relationship with the Council. Councilperson Botsch noted that he feels this is about the Council and the Mayor working together, and that it should not be discussed further at this meeting. There were no further Council Comments.

IN RE: EXECUTIVE SESSION

Vice-Mayor Graham moved that the Round Hill Town Council recess its regular meeting and convene in closed session with legal counsel regarding Utility Plant construction performance, Round Hill Investors, zoning violation issues, and municipal motor vehicle related ordinances, as authorized by Virginia Code Section 2.2-3711(A)(7); Councilperson Klipple seconded the motion. The following persons were invited to attend: the Town Administrator, the Town Planner/Zoning Administrator and the Town Engineer. The motion was approved by a vote of 5-0-1, with Councilperson Grafton Theodore abstaining. The vote is recorded as follows:

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

The regular meeting was recessed by Mayor Ramsey at 10:15 p.m.

The Town Council exited closed session at 12:40 a.m. with the following motions:

Motion to resume open session by Vice-Mayor Graham, seconded by Councilman Prack. Passed 5-0.

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

Motion to certify no items discussed that were not exempt from open session by Vice-Mayor Graham, seconded by Councilman Botsch. Passed 5-0.

<u>MEMBER</u>	<u>VOTE</u>
R. Daniel Botsch	Aye
Mary Anne Graham	Aye

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

IN RE: MEETING ADJOURNMENT

The regular meeting reconvened and was recessed by Mayor Ramsey at 12:42 a.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

Debra McDonald, Recording Secretary