

# Town Council Meeting October | 2011

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**Town of Round Hill  
Town Council Meeting  
October 20, 2011  
7:30 p.m.**

A regularly scheduled meeting of the Round Hill Town Council took place Thursday, October 20, 2011 at 7:30 p.m. at the Town Office, 23 Main Street, Round Hill, Virginia.

**TOWN COUNCIL MEMBERS PRESENT**

Scott Ramsey, Mayor  
Mary Anne Graham, Vice Mayor  
R. Daniel Botsch  
Janet Heston  
Clarkson Klipple  
Jennifer Grafton Theodore

**TOWN COUNCIL MEMBERS ABSENT**

Christopher Prack

**STAFF MEMBERS PRESENT**

John Barkley, Town Administrator  
Rob Kinsley, Town Planner and Zoning Administrator  
Betty Wolford, Treasurer  
Susanne Kahler, Recording Secretary

**OTHER MEMBERS OF THE PUBLIC PRESENT**

Dave Bowers, Stantec  
Deputy Cooper, Loudoun County Sheriff's Department  
Bob and Candy Mashack, Stoneleigh residents  
Dave Sheckler and Tony Derrow, Round Hill Community Garden  
Mary Ruth Peele, resident

**IN RE: CALL TO ORDER**

Mayor Scott Ramsey called the meeting to order at 7:33.

**IN RE: PLEDGE OF ALLEGIANCE**

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

**IN RE: COMMUNITY POLICING**

Deputy Cooper introduced himself as the new Community Policing Office for Round Hill. He spoke about the recent shred event held at Round Hill Elementary School held in conjunction with Shurgard. They had 300 vehicles and over 17,000 lbs. of material to be shredded. Town Council members requested additional help with traffic control on Halloween evening. Deputy Cooper also summarized some of the regulations concerning deer hunting season, which opens the first weekend in November. Spotlighting is illegal, as is shooting within 100 yards of a building or over a road.

## IN RE: PUBLIC COMMENT

There was none.

## IN RE: APPROVAL OF AGENDA

Vice Mayor Graham moved that the agenda be approved with one change. She wished to add a discussion of the Main Street enhancement project as Business item number 4. After some discussion, however, it was agreed to have any discussion concerning the project be held in conjunction with the consideration of Resolution 2011-9 – Main Street Enhancement Project Application – VDOT Enhancement Grant Funds.

Councilperson Heston seconded the motion to approve the agenda as presented.

**The motion passed, 5-0-0.**

## IN RE: REQUEST FOR WAIVER – Robert Mashack, 17880 Stoneleigh Drive

Town Administrator John Barkley handed out a listing of their utilities account, which was current. At the September Utility Committee meeting they heard from the property owner as well as the Utility Supervisor and Town Engineer. It was concluded that the leak was between the meter and the house and presumably caused by the cable company which was doing general work in the area. The account did meet all the qualifications for credit of the sewer portion of the bill and the Utility Committee did vote to recommend that said credit be issued. Whether or not to credit any or all portion of the excess water bill was discussed. Mr. Mashack asserted that the Town erroneously marked past the meter indicating that the line ran perpendicular with the street when instead it runs parallel. According to Mr. Mashack, Town utility staff also informed him that they would not be charged for the water that was leaked. He asserted that had he known that they would be charged, he would've turned off the water to the home immediately.

Mayor Ramsey stated that he felt that the Mashacks had a very legitimate case against the cable contractor but not against the Town.

Mr. Mashack asked the Town to accept responsibility for their part in the matter and not to take in excess of what they had a right to take.

Town Administrator John Barkley said that he felt an unfair representation of the Utility and Town staff was made. At the Utility Committee meeting, Alan Wolverton (Utility Supervisor) did vote to give the homeowners a credit for the sewer portion of the bill.

Vice Mayor Graham suggested that Mr. Barkley write letters to the various utility companies asking them to be prudent when doing work in the area.

Mayor Ramsey noted that the homeowner did act diligently and promptly in rectifying the leak. The Mashacks submitted copies of the bills totaling \$697 for the costs they incurred excavating and replacing the pipe as well as a picture they took of the Town's marking of the line.

Vice Mayor Graham moved that Round Hill credit the property owner \$125.59 for the sewer portion overage of their bill. Councilperson Klipple seconded her motion. **The motion passed 5-0-0.**

Councilperson Botsch moved that the Town waive the water overage portion of the bill back to the amount averaged over the past three months – approximately \$62. Councilperson Grafton Theodore seconded his motion. Councilperson Heston expressed the concern that they were setting a precedent when doing so. **The motion passed 4-1-0 with Vice Mayor Graham voting nay.**

## IN RE: COMMUNITY GARDEN

Mr. David Sheckler was present to give an overview of the Round Hill Community Garden's past growing season successes and to officially request permission from the Town to once again utilize the area for 2012. Mr. Sheckler stated that out of an available 18 spaces, the Garden had 12 gardeners but had quite a bountiful harvest and was able to make a 250 lb. donation of produce to the Plant-A-Row project. The installation of a hydrant has made a fantastic difference as far as water availability. Tony Derrow, the current Garden Manager, will also head up the EARTH team next year.

Councilperson Klipple moved to allow the Round Hill Community Garden to continue their operations next year. Vice Mayor Graham seconded his motion. **The motion passed 5-0-0.**

## **IN RE: COMPREHENSIVE FINANCIAL REPORT FOR FY2011**

Highlights of the comprehensive audit report for the Town of Round Hill fiscal year ending June 30, 2011, were presented by Jeff Mitchell of Mitchell & Co., P.C., Leesburg, Virginia. The report indicates that the Town ended the year with general and utility fund operating surpluses and healthy reserves. It was also noted that the Town's water loss percentage was low when comparing gallons produced to the total number of gallons billed.

Total assets of the Town were \$15,035,429. Total liabilities were listed as \$7,330,244, including long term bonded debt of 6.8 million for utility system upgrades which was refinanced in 2009. Fixed assets (original historical cost less depreciation) were a total of \$11,367,894. The overall operating surplus (user fees less operating costs) totaled 170,257. User fees paid the cost of the utility system. The General Fund has a surplus fund balance of \$580,576 which currently exceeds the Town's annual yearly expense. Mr. Mitchell commented that the Town of Round Hill did an impressive job responding promptly to lower assessed property valuations. In 2007, property values were assessed at a total of 112 million. In 2011, assessments on property valuations reduced that figure to 62 million. The rate per \$100 of assessed value in 2007 was .14 and the rate in 2011 was .22 per \$100. Sales tax revenue in the Town also decreased. In 2006, revenue was \$79,000, however in 2011, it fell to \$56,000. Total operating revenues were \$426,000 for the General Fund and \$1,560,000 for the Utility Fund.

Town Treasurer Betty Wolford was congratulated by Town Administrator John Barkley and Town Council members for her exacting work on the budget.

## **IN RE: WESTERN LOUDOUN SHERIFF'S SUBSTATION**

Mayor Ramsey reported that he felt definite progress was being made and that the Town would receive the information and cost estimates necessary for expanded piping sizes on the Franklin Park trail project, however, he is delaying consummating a deal on the utilities agreement until those numbers are received.

## **IN RE: MAIN STREET ENHANCEMENT PROJECT GRANT APPLICATION – RESOLUTION 2011-9**

Councilperson Botsch moved to approve the adoption of Resolution 2011-9, the Main Street Enhancement Project Grant Application – VDOT Enhancement Grant Funds. Councilperson Heston seconded his motion. Town Administrator John Barkley suggested that the Council rename the resolution Phase 1A instead of Phase 2 because that was how it was referred to on the paperwork. The grant application would seek to increase funding for the original Main Street project. A decision would be made on the application in the spring of 2012. Councilperson Botsch said that in the interim period, they needed to start preparing for both outcomes but can't even begin to start digging until the Franklin Park trail project was underway but at least the process of obtaining the necessary easements and the pre-engineering work could begin. Councilperson Botsch reiterated that the Town does not want to ring up a large bill on design work on a design they can't afford but that the Town needed to take care of serious issues like storm water first.

Mayor Ramsey said that they needed to prove to VDOT that the Town's project was a good investment exhibiting tangible results and showing also that adequate progress was being made utilizing the grant funding already received.

It was noted that in the last line of the first paragraph of the resolution, the wording should read, "in order that the Virginia Department of Transportation establish an enhancement project in the Town of Round Hill."

Councilperson Klipple called the question. **The motion to adopt the resolution passed 5-0-0.**

## **IN RE: APPROVAL OF MINUTES – Town Council Meeting September 15, 2011**

Vice Mayor Graham moved to approve the minutes as amended with one change.

Councilperson Heston seconded her motion. **The motion passed 4-0-1 with Councilperson Jennifer Grafton Theodore abstaining from the vote as she was not present at the September meeting.**

## **IN RE: RESOLUTION 2011-8 SUPPORTING THE OBSERVANCE OF RED RIBBON WEEK**

Vice Mayor Graham moved that the Town adopt resolution 2011-8 recognizing the observance of Red Ribbon Week as a display of intolerance towards the use of drugs. The tradition first began after the 1985 murder of DEA Agent Kiki Camarena. Councilperson Botsch seconded her motion. **The motion passed 4-1-0 with Councilperson Klipple voting nay.**

## **IN RE: TOWN ADMINISTRATOR'S REPORT**

John Barkley said the Town would take a look at debt servicing. The Town needs to generate increasing availability fee revenue in order to maintain a healthy reserve operating balance and currently the economic picture does not support that scenario happening.

Repair work is currently being done on the Town Office as approved at last month's Town Council meeting and since they did find the presence of lead, all precautionary measures are in place. The BNR upgrade is on budget; paving is on the punch list and the sludge press is still malfunctioning.

The Town found legal evidence of an existing easement on Hayman Lane so the bid was redesigned.

Water recharge levels are fine and the tank is full.

Sprint has expressed an interest in negotiating a lease agreement and will forward a draft to the Town.

## **IN RE: TOWN PLANNER AND ZONING ADMINISTRATOR'S REPORT**

Christopher Consultants gave the Planning Commission members an overview of the preliminary site plan. It is expected that they will consider formal approval of the plan at their next meeting.

Mr. Kinsley received revised plans for the West Lake water transmission main and sewer force through the Lake Ridge Utility corridor and referred those plans for review by the Utility Department and consulting engineers Peed & Bortz.

Mr. Kinsley also attended the recent Defensible Decision making workshop.

The Round Hill gas station is currently for lease.

## **IN RE: MAYOR'S REPORT**

Mayor Ramsey noted that he attended quite an impressive Coast Guard helicopter landing that morning put on for the students at Round Hill Elementary School.

## **IN RE: UTILITY COMMITTEE MEETING**

Vice Mayor Graham presented a report compiling statewide utility rate data from Virginia municipalities. Town residents will be pleased to learn that Round Hill's utility rates are not the highest in the state.

East Coast is continuing to experience pump problems and problems with the sludge press continue also. The warranty is ticking. Peed & Bortz has currently put the water rate study on hold while they work to resolve those problems first. Keith has presented a preliminary list of upgrades for West Lake. Well 27a is back in the schedule and will require a stripper. RHI is going to want a certificate to operate the 719 upgrade and look to the Town for a proportional contribution.

Vice Mayor Graham requested that Town Administrator John Barkley give written notice to RHI reminding them of the provision obtained through mediation whereby they agreed to cap well 6S by October 31, 2011.

## **IN RE: ADMINISTRATIVE COMMITTEE**

The Administrative Committee met on October 19<sup>th</sup>. They are looking at fire suppression system rate language where there will not be a charge for usage but a possibly a charge for testing. They are also and considering language changes that note that any said fire suppression systems will be metered in case they are used for a means other than which they are intended. The Committee also discussed personnel issues.

The next meeting will be on Wednesday, November 16<sup>th</sup> at 7:30 p.m.

## **IN RE: LAND USE COMMITTEE**

The Committee held their public information meeting on the Main Street Enhancement Project October 13<sup>th</sup>. It was very well attended. The Committee will be working to catalog the public comments on the project.

## **IN RE: COUNCIL COMMENTS**

Councilperson Botsch asked Mr. Barkley if outside consultants for the Town such as Dave Bowers of Stantec and Jeff Mitchell, the auditor for the Town were paid by the hour to be present at Town Council Meetings. He suggested that a closer look be given to tailoring the agenda to consider their time billed while present at meetings.

## **IN RE: PUBLIC COMMENT**

Mayor Ramsey opened the floor to additional public comments. Mary Ruth Peele of 22 Main Street said she missed the Public Hearing on the Main Street Enhancement Project Grant Application but asked how much of the funding did the grant allow for storm water.

Mr. Barkley stated that the grant pretty much dictated how the monies received were to be spent and the grant specifically is for enhanced pedestrian and vehicle safety through Main Street. Storm water management would be a welcome by-product of that investment.

It was also noted that a bear was spotted in her yard on Sunday evening. Notice will be given on the Town's website to be cautious about putting out birdfeeders and leaving trash/garbage out.

## **IN RE: ADJOURNMENT**

With no further questions or comments, Mayor Ramsey adjourned the meeting at 10:30 p.m.

Respectfully submitted,

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Scott Ramsey, Mayor

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Susanne Kahler, Recording Secretary

FINAL