

**ROUND HILL TOWN COUNCIL  
REGULAR MEETING MINUTES  
September 18, 2014**

A regular meeting of the Round Hill Town Council, and a joint public hearing by the Town Council and the Round Hill Planning Commission, were held in the Town Office, 23 Main Street, Round Hill, VA, on Thursday, September 18, 2014, at 7:30 p.m.

**Council Members Present**

Scott T. Ramsey, Mayor  
Mary Ann Graham, Vice-Mayor  
R. Daniel Botsch  
Clarkson J. Klipple  
Christopher J. Prack

**Planning Commission Members Present**

Manuel Mirabal, Chairman  
Christopher J. Prack  
Elizabeth Wolford

**Council Members Absent**

Janet L. Heston  
Frederick Lyne

**Planning Commission Members Absent**

Douglas Bird

**Staff Members Present**

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

**Others Present**

Jill Turgeon  
Allison Tinney  
Andrea Brooks  
Suresh Teccicherry  
Christine Carra  
Karin Mercendetti  
Jarod Corder  
Kim Pregartner  
Scott M. Marple  
Brooke Schermessour  
Mr. and Mrs. Mosley  
Jeff Fitzgerald  
Sylvia Aguilera  
Deputy Whitmore

**IN RE: CALL TO ORDER**

The meeting was called to order at 7:33 p.m. by Mayor Ramsey.

**IN RE: PLEDGE OF ALLEGIANCE**

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

**IN RE: PUBLIC HEARING**

**RHSA-2014-0001: AMENDMENTS TO THE SUBDIVISION & LAND DEVELOPMENT ORDINANCE**

The Public Hearing portion of the meeting was opened by Mayor Ramsey. Planning Commission Chairman Mirabal thanked the Mayor, then introduced himself and noted that comments are being sought regarding changes in the ordinance required by State Code changes. Chairman Mirabal then held a roll call for the Planning Commission; it was determined that a quorum was present. Town Planner/Zoning Administrator Hynes explained that the purpose of the Joint Public Hearing is to review amendments to the Town of Round Hill's Subdivision and Land Development Ordinance. It was explained that, following the Public Hearing, the Planning Commission will meet and review the amendments, and then make a recommendation regarding approval of the amendments to the Town Council. Town Planner/Zoning Administrator Hynes explained that there were changes to the State Code which governs subdivision plats. Chairman Mirabal then asked that the Town Council ensure they have a quorum present; Mayor Ramsey held a roll call and determined that a quorum was present. Town Planner/Zoning Administrator Hynes explained the differences between the new State Code and the way in which Round Hill's Code is presently written, noting that the Town's Code must be in line with the State Code. Chairman Mirabal then recapped the procedure – the Planning Commission will hear any public comments, then make a determination regarding approval referral. It was noted that the changes to the Town's document are available on the Town's website, and are available from the Town Office. Mayor Ramsey clarified that this amendment is related only to subdivisions. A citizen in attendance asked if there is any "grandfathering" allowed for in the revised ordinance; Mayor Ramsey explained that this applies only to new subdivisions. There was no public comment. There were no comments by the Town Council or the Planning Commission. Commission Member Prack then moved **that the Round Hill Planning Commission recommend that the Round Hill Town Council adopt the proposed amendments to the Subdivision and Land Development Ordinance;** Commission Member Wolford seconded the motion. The motion was approved 3-0, with Commission Member Bird absent for the vote; the vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Manuel Mirabal	Aye
Christopher Prack	Aye
Elizabeth Wolford	Aye

Chairman Mirabal then adjourned the meeting of the Planning Commission.

**IN RE: COMMUNITY POLICING REPORT**

Deputy Whitmore introduced himself, noting that he is the new Community Police Officer for this area. Deputy Whitmore noted that he is here in order to answer any questions citizens may have. He was welcomed by the Council.

**IN RE: PUBLIC COMMENT**

The Public Comment portion of the meeting was opened by Mayor Ramsey, who asked that speakers please state their name and address for the record, and limit their comments to three minutes. A number of those in attendance spoke regarding water rates; following are their comments:

- 1) Jill Turgeon, 35793 Park Heights, thanked the Council for their service. Ms. Turgeon stated that she resides in The Villages and has lived there for a little over eleven years; she further stated that she does not know if the water rates are fair or unfair, so she is here in order to get some facts. Ms. Turgeon stated that she appreciates the information provided (in the form of a printed handout). Ms. Turgeon noted that she serves on the School Board, and thus understands that a balance needs to take place. She stated that she would like to see projections for development and its impact on utilities, and when the Town might be hitting a balance point. Ms. Turgeon pointed out some items on the handout provided by the Town, and asked about any flexibility that the Council has in the setting of rates. She asked about out-of-town versus in-town users and if that is taken into consideration in regards to rates. Ms. Turgeon closed by stating that she hopes the Council will listen to the out-of-town citizens, and that everyone will be thoughtful of others. Ms. Turgeon thanked the Council.
- 2) Allison Tinney, 16901 Evening Star Drive, orally provided her written comments. Ms. Tinney thanked the Council for the opportunity to speak at this evening's meeting. Ms. Tinney stated that she moved to Round Hill a little over a year ago from Leesburg, and stated that she was shocked upon receiving her first water bill. She explained that she called the Town Office, and was told that "they do not negotiate," and was directed to a link on the Town's website. Ms. Tinney stated that she feels that water rates should be pointed out up-front; she also explained lifestyle changes her family has undertaken due to the existing water rates. Ms. Tinney noted the new homes being built in the community, and stated that there is more revenue for the Town now due to this. Ms. Tinney also stated that she would like for Town budgets from 2005 to the present to be posted on the Town's website, asked if there have been any recent audits, and asked for a review of Council's plans for water rates. Ms. Tinney asked that the Council and citizens work together regarding water/sewer rates. Ms. Tinney thanked the Council for their time.
- 3) Suresh Teccicherry, 35530 Saint James Drive, thanked the Council, and noted that he just moved here four months ago from Leesburg. Mr. Teccicherry stated that his family loves it here, but that their first water bill was a shock. Mr. Teccicherry explained that he came to the Town Office to inquire about the bill. In closing Mr. Teccicherry stated that they need either to drink water or eat food, because of the cost of their water bill; he asked for help. Mr. Teccicherry again thanked the Council.

- 4) Christine Carra, 35534 Saint James Drive, stated that she is here in support of the out-of-towners. Ms. Carra stated that her family just moved here in June, and loves the small community. She asked about the disparity in water rates, and if it would be possible for one or two out-of-town residents to meet with the Council members. Mayor Ramsey stated that it would be possible and that he would be willing to meet with them. Mayor Ramsey stated that Ms. Carra may also contact Town Administrator Nicholson regarding this.
- 5) Karin Mercendetti, 35683 McLean Court, stated that she knows both in-town and out-of-town residents, and stated that eight years ago, when they first moved here, they were in the same spot. Ms. Mercendetti stated that she wants to be part of the community and is concerned about the division between in-town and out-of-town residents. She spoke to her experience of eight years ago regarding addressing the Town Council concerning water rates and quality. Ms. Mercendetti noted that this has been going on for years, with no changes. She asked Council to take into consideration costs to and representation for out-of-town residents.
- 6) Scott Markle, 17058 Greenwood Drive, stated that he is a new resident of seven months, and that his last two water bills have totaled approximately \$1,500.00. Mr. Markle presented a sample of water drawn from his hot water tank, and explained the cost to him of installing a water softening system. Mr. Markle stated that he doesn't want to pay one and one-half times the water rate for water that went into his sod and was not treated; in addition he stated that he is appalled that he has no representation in town government.
- 7) Mr. and Mrs. Sylvester Mosley, 17062 Greenwood Drive, noted that their story is like others heard this evening. Mrs. Mosley stated that they lived in Ashburn for seven years, and moved in order to find a place which would best meet their needs. The Mosley's noted that they posted a question on Facebook regarding water rates, which has developed a following and has prompted more questions. Mrs. Mosley thanked the Council for their work, and explained that they would like a dialog regarding this issue. Mr. Mosley spoke to sewer rates, noting that not everything is going into the sewer system. He also spoke about the billing system used by Loudoun Water. He closed by stating that he's sure there is a way to work together toward a solution.
- 8) Jeff Fitzgerald, 17168 Magic Mountain Drive, noted that he has been here since December 2013, and is the newest member of the "Round Hill Out-of-Town Council." Mr. Fitzgerald noted that he has heard incredible stories, especially Ms. Mercendetti's experiences of eight years ago. Mr. Fitzgerald spoke to the importance of transparency in government, and described this as an opportunity for Town government to bring in a new section of people who live in the community. Mr. Fitzgerald explained that he built the "poster," and that he feels the water rates are a "rip-off." He stated a need for public dialog, and an opportunity to connect and work out problems. Mr. Fitzgerald stated that the

community is not just energized, but also connected. He stated that he would like for the Council to be more transparent, and that he would like for Round Hill to be the best community in Loudoun County. Mr. Fitzgerald stated that he will gladly correct any errors on his website. He closed by stating that he appreciated the Council's time.

- 9) Andrea Brooks, 16905 Evening Star Drive, stated that she moved here one year ago. Ms. Brooks noted that she had asked about water rates before moving in, but still was shocked by her first water bill. She explained how she has dealt with the high rates. Ms. Brooks stated that, "it blew me away," when she found out about in-town versus out-of-town rates. She noted that she is curious about capital improvements made to the system, and wants to understand how the rates are devised. Ms. Brooks spoke to alternate ways to calculate sewer rates. She thanked the Council.

There being no further public comments, Mayor Ramsey closed this portion of the meeting.

#### **IN RE: APROVAL OR AMENDMENT OF AGENDA**

Vice-Mayor Graham made a motion **that the Agenda be approved with the following change: under Business Items, move the Utility Committee Report to #3 under this heading; Town Administrator Nicholson requested that Action Item #3 be moved to Business Item #5 (after discussion of Water Rates)**, Vice-Mayor Graham agreed to that amendment. Councilperson Klipple seconded the motion. A vote was held; the Agenda was approved 4-0, with Councilpersons Heston and Lyne absent. The vote is 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
Frederick Lyne	Absent
Christopher J. Prack	Aye

#### **IN RE: BUSINESS ITEMS**

##### **1. Resolution 2014-14: Red Ribbon Week**

Sergeant Jarod Corder of the Shenandoah Valley Young Marines presented this item. Sgt. Corder provided a brief history of Red Ribbon Week and Enrique "Kiki" Camerena, former Marine and DEA agent. It was noted that Red Ribbon Week is observed during the last week of October. Sgt. Corder also provided an explanation of the Young Marines organization, noting that it is a program sponsored by the United States Marine Corps, open to youth from eight years of age to high school seniors, and is geared toward fighting drug use. Sgt. Corder also provided information regarding teen drug use. It was noted that the program also encourages communities to participate in the DEA drug take-back initiative. Supporters of the

Young Marines program are asked to wear red ribbons on October 22<sup>nd</sup>; the ribbons are provided by the organization. Sgt. Corder thanked Mayor Ramsey and the Town of Round Hill for their continued support. Following Sgt. Corder's presentation, Vice-Mayor Mary Anne Graham moved **that Resolution 2014-14: Red Ribbon Week be approved**; Mrs. Graham then read the Resolution. Councilperson Botsch seconded the motion. Mayor Ramsey noted that this is the only ceremonial in which the Town Council participates. A vote was then held; the motion was approved 4-0, with Councilpersons Heston and Lyne absent. The vote is recorded as follows:

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

October 23 through 31, 2014 will be proclaimed as Red Ribbon Week in the Town of Round Hill.

## **2. Book Exchange**

The Round Hill Elementary School Brownie Scout troop presented their Little Library Book Exchange to the Town, with their advisor explaining their work on this project. It was noted that this library will be located at the Town Office.

## **3. Utility Committee Report**

Vice-Mayor Graham provided this report, explaining that the committee had met on Tuesday, and that their next meeting will be held on October 14<sup>th</sup> at 8:00 a.m. Mrs. Graham explained that members of the community are invited to attend and to participate on this committee. Mayor Ramsey explained that out-of-town residents who wish to be members of the Utility Committee should submit a letter of interest. Vice-Mayor Graham reported on the new centrifuge. The following issues, which were discussed at the Tuesday meeting, were presented: 1) substantial I&I (inflow and influent) in the Yatton Road/Hayman Lane area, with staff trying to determine where the leaks are located, and the possibility of purchasing or leasing equipment to aid in this identification being discussed; 2) Utility staff work on a spreadsheet to be used to keep track of which developer is receiving taps, and the number of taps and occupation permits granted. Mayor Ramsey informed the Council about issues relating to the centrifuge. Vice-Mayor Graham continued with her presentation of issues covered at the Tuesday Utility Committee meeting: 3) the Ground Water Study being undertaken by Emery & Garrett in order to identify potential wells -- three existing wells were identified, which are not in use now but are producing wells, also areas were identified in which exploratory wells could be drilled, with no specific action recommended at this time; Mayor Ramsey asked if the Town has rights to the three identified wells, Mrs. Graham stated that we do not; 4) utility connection to the Walraven development was discussed -- there were problems with

water pressure at the time of this connection, which caused damage to the basements of some homes in the area; these costs will be covered by VML; 5) a study of the large reservoir was conducted, with Staff recommending removal of trees at this site. Councilperson Prack asked if the cost to secure this site still needs to be investigated; Town Administrator Nicholson stated that Staff is still investigating the best course of action to be taken at the site. Councilperson Prack noted that, if it is recommended that the reservoir be demolished, securing the site will no longer be necessary. Mayor Ramsey asked if Keith Lane (Town engineer) will cover this issue in his water resources study; Vice-Mayor Graham noted that he will. Mayor Ramsey stated that, if the reservoir is not going to be used as a water source, he would like to get the site to where it is not a hazard. Vice-Mayor Graham reported that a bearing was recently replaced in the centrifuge. The possibility of going to monthly water/sewer billing was also discussed.

#### **4. Water Rates**

Mayor Ramsey noted that Council Members should have a copy of the hand-out provided for this evening's meeting in their packets, and that copies are available for the public. Mayor Ramsey briefly explained the hand-out, highlighting average/median use, that utility revenue is used only for utility operations, and that the utility system debt is part of general obligation bonds, which allow for the lowest interest rates as they are guaranteed by the Town's taxing authority (which is solely on in-town residents). Councilperson Botsch asked if this debt could impact the Town's ability to raise funds for the General Fund; Mayor Ramsey stated that it could and provided an explanation of that potential impact. It was noted that Round Hill's water rates are based on a 2007 rate study, and that the goal is to update this study. Mayor Ramsey noted that the Town was at low reserves in 2007 (the date of the study presently in use). A draft update of the study was prepared in 2012, but was not released; reserves have been better, and for the past two years rates have not been raised. Mayor Ramsey stated that there will be a new water rate study produced this year. Mr. and Mrs. Mosley's suggestion regarding the use of winter rates was discussed by Mayor Ramsey, who also noted that the Town's present rates encourage conservation. Councilperson Botsch asked to clarify that summer sewer rates are based upon what each household uses in the winter; Mayor Ramsey noted that that is correct, and elaborated upon how this is calculated. Vice-Mayor Graham asked about billing in relation to the application of winter/summer rates; Mayor Ramsey explained the particulars of how that would be done. Mayor Ramsey stated that rates have to make the whole system balance out, and that rates will be covered in more detail in the spring 2015 budget discussions. Mayor Ramsey explained in-town taxes paid, which are slightly higher than out-of-town water/sewer charges. He also compared water rates for other communities/systems to Round Hill's. Councilperson Botsch asked if lower rates charged by Loudoun Water are a function of the scale of the operation; it was stated that they are, and that their water source is the Potomac River, which allows for centralization of treatment facilities, further lowering costs. Mayor Ramsey compared Round Hill to Lovettsville, Hamilton, Purcellville and Middleburg, noting that Round Hill's water rates are pretty much consistent with those communities. Mayor Ramsey then addressed some of the questions which had been

posted on the Facebook site: 1) the number of accounts from 2007 to the present were discussed, with it being noted that a new projection will have to be devised in response to the new Water Rate Study, with Mayor Ramsey stating that the Town has done some things to equalize costs; 2) a common rate would be close to the current out-of-town rate, with the graph in the hand-out related to this discussed; 3) that rates are higher in Round Hill due to the water source being wells, which makes it impossible to treat at a central facility; 4) Round Hill residents cannot obtain water from Loudoun Water as the pipes do not extend this far west; 5) allowing Loudoun Water to run the Town's facilities – it was explained that this was no less expensive than the Town providing this service; 6) that water systems were provided by developers – most were, but those developers did not provide any funding toward the daily operation of the systems. Councilperson Prack pointed out that all Town meetings are open to the public, and that all information is public information. Ms. Tinney asked how the information is made available to the public, which Councilperson Prack explained. Ms. Tinney asked about the hiring of additional personnel/increase in salaries, and stated that she would like to set up a less formal meeting regarding this; it was noted that she could do so by contacting the Town Administrator. A citizen stated that sewer rates are what are causing difficulties for residents and are being contested. Mayor Ramsey explained the costs of providing sewer service. Vice-Mayor Graham spoke to EPA standards for effluent, and the costs of dealing with that issue. Various citizens spoke to the possibility of bringing Loudoun Water to Round Hill, in order to help in dealing with these issues. Mayor Ramsey explained that the current County Comprehensive Plan does not include extending water/sewer service to western Loudoun, as that would encourage higher density development. Discussion among citizens in attendance ensued regarding how to address this issue. Mr. Markle asked about any possible remediation of sewer rates for uses which don't go into the sewer system; Mayor Ramsey addressed this, explaining that the Town does have a policy regarding leaks in the system, and noting that it is hard to pinpoint the cause of a spike bill. Mayor Ramsey stated that the Town Council could be asked to review the policy. Councilperson Botsch asked to clarify that the system is basically a fixed-cost system, not a variable cost one; Mayor Ramsey stated that it is, and explained variable costs involved (e.g., the cost of electricity). Vice-Mayor Graham stated that the Town does not make a profit from the utility system. Ms. Tinney stated her belief that, according to the budget, the system is making a profit. Mayor Ramsey stated that a profit is not made from the utility system; all money brought in goes back into the operation of the system, which the Town is legally required to do. Ms. Tinney then asked about the increase of salaries for utility staff; Vice-Mayor Graham explained that salary increases over the past two or three years have been modest, and Mayor Ramsey noted that utility employees are paid out of utility revenues, in order to provide necessary services. Ms. Tinney again questioned the hiring of new employees for the utility department, noting that it is the Town's choice to hire new employees rather than returning some of that money to the community; Vice-Mayor Graham explained that the plants must be kept in operation. Mayor Ramsey suggested to Ms. Tinney that she forward her questions to him, and that he would address them. Ms. Tinney asked about combining Round Hill's system with Purcellville's. In addition, she discussed the



home owners' association fees they pay in relation to Town taxes. She stated that the need is for rates to go down for everybody. Councilperson Prack stated that Utility Staff works hard to keep costs down. Councilperson Klipple invited everyone to attend budget meetings in the spring. Mayor Ramsey discussed two joint projects which were discussed with Purcellville, one using Sleeter Lake as a water source (which was found not to be feasible), and one to employ a cross-use system (which is still under consideration, but is not feasible for the short term). Town Planner/Zoning Administrator Hynes spoke to the cost of extending Loudoun Water to Round Hill. Mr. Markle asked if the sharing of treatment facilities would be feasible; Mayor Ramsey explained how the treatment process works and the history of how this has been done. Vice-Mayor Graham elaborated on this, noting that sometimes other municipalities do not cooperate. Vice-Mayor Graham also spoke to the spring budget meetings, noting that citizens are welcome to attend and provide input. Mr. Fitzgerald stated that he did not intend to imply that the Town is hiding things intentionally, and stated his belief that the need is to find a way to get to a better place. Mayor Ramsey spoke to high water/sewer bills, noting that citizens need to find ways to conserve, and discussing new meters recently installed which log usage in more detail and which information citizens may request. It was noted that more users coming into the system will help, and that the Town is trying to find ways to contain costs. Councilperson Prack explained why the Utility Committee meetings are held in the morning, in response to a citizen's question. Vice-Mayor Graham discussed the possibility of going to a monthly billing cycle, and spoke to conservation measures. Mrs. Mosley stated that she appreciates the information provided this evening, and asked if Councilperson Prack's comment regarding water rates will hold; Councilperson Prack explained his comment, elaborating upon the costs of operating the utility system. Mr. Mosley again raised the issue of implementing winter rates; Mayor Ramsey addressed this, explaining how the costs would be redistributed under this type of system. Mr. Markle asked about water quality; Mayor Ramsey spoke to this issue, noting that the water contains lime and is very mineral-rich, as its source is wells. Mayor Ramsey noted that a water softening system for the entire Town would be prohibitively expensive, that it is more efficient to do this on a home-by-home basis. Mr. Fitzgerald asked about locating wells closer together in order to facilitate treatment; it was explained that doing so could draw down the same aquifer. Mrs. Mosley asked about older in-town pipes; Mayor Ramsey spoke to this issue, noting that some of the least reliable pipes in the Town's system are newer pipes located in the Stoneleigh subdivision, and that the Town's pipes are on average older, but not less reliable. Mayor Ramsey also asked that the group's Facebook page be made accessible to him, in order for him to continue to answer their questions. There was no further discussion of water rates.

Mayor Ramsey called for a brief recess at 9:48 p.m. The meeting was called back to order at 9:56 p.m.

## 5. Water Reimbursement Request

Mr. Tom Priscilla presented this request on behalf of Mr. and Mrs. Claude Dherbey. Mr. Priscilla reported that the homeowner began to notice an increase in the amount of water used in the 2012-2013 time frame. Mrs. Dherbey employed Mr. Scott Cooper (plumber), who replaced toilets and a water heater in response to the increase in water usage at the residence; the water usage remained the same. Town utility staff then replaced the meter, upon which the usage went down to their previous levels. Due to this, the customer is requesting an adjustment be made to the bill. Vice-Mayor Graham noted a point of order, that the person making the request attend the Council meeting; Mr. Priscilla noted that Mrs. Dherbey was in attendance, but was not feeling well and left earlier. Town Administrator Nicholson stated that copies of the bills are in each Council Member's packet. Mayor Ramsey asked if it is possible that a leak occurred where the lateral line met the meter; it was reported that no leaks were found when the water to the house was shut off. It was also noted that additional information regarding the work Mr. Cooper did at the residence can be provided. Town Administrator Nicholson summarized usage from 2005-2012, provided the average usage for 2012-2014, and provided the three readings taken after the meter was replaced. Mayor Ramsey asked if anything unusual happened in 2012; Town Administrator Nicholson explained the replacement of the meter and register at this residence (all meters/registers in Town were being replaced at that time). Mr. Nicholson noted that, after the old meter was pulled and tested, it registered normally. Mayor Ramsey stated that it seems there could have been a leak between the meter and the house. Councilperson Prack reviewed an invoice from the plumber; discussion of this ensued and it was pointed out that replacement of fixtures did not affect the higher usage. Discussion of the amount to be reimbursed ensued; Mayor Ramsey suggested that the underground leak policy should be applied. It was determined that Staff will determine the amount of reimbursement. Following this discussion, Vice-Mayor Graham moved **that a reimbursement be made to Mr. and Mrs. Dherbey in accordance with the underground leak policy set forth by the Town of Round Hill, will Town Staff to determine the exact amount of reimbursement;** Councilperson Prack seconded the motion. The motion was approved by a vote of 4-0, with Councilpersons Heston and Lyne absent. The vote is recorded as follows:

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

Town Administrator Nicholson will handle the reimbursement. Mayor Ramsey explained to Mr. Priscilla how the credit will be calculated.

## **6. Work Plan for the 2015 Comprehensive Plan**

Town Planner/Zoning Administrator Hynes presented a review of the Work Plan for the review of the Comprehensive Plan. Ms. Hynes reported that both the Planning Commission and the Land Use Committee have reviewed this plan. A proposed feedback loop will be established, and the plan has been broken into topics. One topic will be handled at a time. Town Planner/Zoning Administrator Hynes reported that one change has been recommended by the Land Use Committee. Following this report, Council recommended that Ms. Hynes proceed with this plan.

## **7. Creekside Rezoning Application**

Town Planner/Zoning Administrator Hynes presented this topic. Ms. Hynes discussed proposed changes by the current developer to the original proffers and the effect this could have on the Town, including open space and more affordable single-level homes. Town Planner/Zoning Administrator Hynes has reviewed the costs of maintenance of recreation areas being offered in-lieu of open space; it was also noted that the space needed for various recreation sites were over-estimated. Town Planner/Zoning Administrator Hynes and Town Administrator Nicholson estimated that those costs of maintaining the park would be \$50.00 per house/year or \$4.00 per house/month. Ms. Hynes discussed possible revenues from pavilions located on the sites. Mayor Ramsey asked if that is for amenities the Town might build, or that the developer might build in-lieu of the original proffers. Town Planner/Zoning Administrator Hynes stated that both were requested, with the first preference being that the developer build these amenities. Ms. Hynes stated that Wormald (the developer) could be invited to the next Land Use Committee meeting in order to explore these issues further; she also noted that she is awaiting the County's comments regarding this. Town Planner/Zoning Administrator Hynes asked how the Council would like her to proceed. Mayor Ramsey asked if the Council should consider taking over ownership and maintenance of additional land south of Greenwood Drive; Vice-Mayor Graham reported that the Utility Staff is opposed to that option. Discussion of how to maintain parks ensued, with Mayor Ramsey noting that soccer fields have lower maintenance costs than basketball or tennis courts. There was also discussion of concerns about possible vandalism at the sites. Town Planner/Zoning Administrator Hynes presented the County's suggestions regarding this issue, and reported that they feel something should be proffered in-lieu of the open space. Mayor Ramsey noted that Council needs to provide feedback and guidance to Town Planner/Zoning Administrator Hynes for her discussions with Wormald. Mayor Ramsey posed two questions the Council needs to address: 1) is the Town interested in having long-term control of the land south of Greenwood Drive; or 2) do we just want to influence the amenities which are built there but are HOA maintained. Council discussed various options available at these sites. Mayor Ramsey noted that he would speak against tennis courts, as there are many nearby at the high schools and at Franklin Park; he also noted that outdoor basketball courts are rare here, but that Council may want to understand why that is before pursuing this option. Councilperson Prack noted that he feels a soccer field would be a waste of time and money. It was also noted that any soccer fields would be junior fields and would not be lighted. Town Planner/Zoning Administrator Hynes suggested that

playground would be a nice addition. Councilperson Prack noted that he could see adding a basketball court, but that it would need to be unfenced. There was discussion of trails/sidewalks to be included, in order to aid in accessibility. Town Planner/Zoning Administrator Hynes reported that this will be discussed again at the next Land Use Committee meeting; Mayor Ramsey requested that the developer be advised that the Town is leaning toward taking over the land south of Greenwood Drive. Town Planner/Zoning Administrator Hynes reported that she has explained the costs to Wormald if they do not build twelve originally proffered ADU's. Discussion ensued of reasons the developer may be trying to reduce the proffers, with it being noted that it may not be profitable to build with the current proffers.

### **IN RE: ACTION ITEMS**

#### **1. Action on Proposed Text Amendments to Article 3 of the Round Hill Subdivision and Land Development Ordinance**

Councilperson Botsch made a motion **that the Round Hill Town Council adopt the proposed amendments to the Subdivision and Land Development Ordinance;** Vice-Mayor Graham seconded the motion. The motion was approved by a vote of 4-0, with Councilpersons Heston and Lyne absent. The vote is 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
Frederick Lyne	Absent
Christopher J. Prack	Aye

#### **2. Approval of Minutes: July 17, 2014 & September 2, 2014 Town Council Meetings**

Vice-Mayor Graham noted that, on page one, line two, under Public Comment, Mr. Chapman's name is misspelled. Councilperson Botsch noted that, in several sections of the minutes, the recording of votes lists Vice-Mayor Graham as having abstained -- only one abstention should be noted, under the vote for election of Vice-Mayor. On page five, under the discussion of Lake Ridge Physical Improvements Construction Agreement and Surety Bond, in the second paragraph, there is a blank in the minutes; the correct wording of the motion should be inserted in place of the blank. Also in that section, there was a question of how many motions were made; it was determined that four motions were made. It was noted that, under the heading Lake Ridge State Maintained Agreement and Surety Bond, the wording of the motion should be corrected to read *Lake Ridge State Maintained Agreement and Surety Bond* rather than *the Physical Improvements Construction Agreement Performance Bond*. Mayor Ramsey noted that the fourth motion in that section should read *the State Maintained Road Construction Bond* rather than *the State Maintained Road Construction Agreement*. Councilperson Botsch noted that, on page nine, under the Land Use Committee meeting heading, the fifth line should read *setting up a feedback loop for information* rather than *setting up a feed for information*. Also the term *Public*

*Hearings* should be *Public Input*. Following this discussion, Vice-Mayor Graham moved **that the minutes of the regular meeting of the Round Hill Town Council, held on July 17, 2014, be approved as amended**; Councilperson Botsch seconded the motion. The motion was approved by a vote of 3-1, with Councilpersons Heston and Lyne absent, and Councilperson Prack abstaining. The vote is recorded as follows:

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

Mayor Ramsey pointed out that the minutes for September 2, 2014 should be noted as a *Special Meeting*. Vice-Mayor then moved **that the minutes for the special meeting of the Round Hill Town Council, held on September 2, 2014, be approved as amended**; Councilperson Klipple seconded the motion. The minutes were approved by a vote of 4-0, with Councilpersons Heston and Lyne absent. The vote is recorded as follows:

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

**3. Resolution 2014-15: Grants to Localities Program for Public Boating Access**  
Town Planner/Zoning Administrator Hynes presented this topic, noting that it is in reference to the Sleeter Lake Park site plan. A representative of the Virginia Department of Game and Inland Fisheries presented this grant possibility to the Town at the August Land Use Committee meeting. The grant application is due October 1, 2014; the work already performed by Stantec covers many of the requirements of the grant. Town Planner/Zoning Administrator Hynes will complete the other requirements. Ms. Hynes stated that she believes we stand a good chance of receiving this grant. She also explained the requirements included in the grant contract. It was noted that the Town will partner with the County regarding maintenance. Following this discussion, Vice-Mayor Graham made a motion **that the Round Hill Town Council approve Resolution 2014-15: Grants to Localities Program for Public Boating Access, and that the Council authorize the Mayor of Round Hill to accept the grant and to sign all documents associated with it in its acceptance**; Councilperson Klipple seconded the motion. Councilperson Botsch asked if, in order for KDL to support this, it will be covered under the current work

order, or if more money for KDL will be required; Staff will investigate this issue. Town Planner/Zoning Administrator Hynes, in response to a question by Councilperson Botsch, clarified that the Town is not required to accept the grant monies if we disagree with the terms. A vote on the motion was then held; the motion was approved 4-0, with Councilpersons Heston and Lyne absent. The vote is 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
Frederick Lyne	Absent
Christopher J. Prack	Aye

#### **4. Budget Adjustment: Park Storm Damage**

Town Administrator Nicholson presented this item, explaining that funds for clean-up of storm damage to the Town Park were shifted from the CIP to the Operational portion of the budget; these funds were originally allocated for resurfacing of the Town Office parking lot. Council Members approved of this action.

### **IN RE: REPORTS**

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

Town Administrator Nicholson reported that a design for the vehicle sticker has been completed; a photograph of the sticker was included in the Council Members' packets. Mr. Nicholson reported that the repair to the culvert at the intersection of West Loudoun Street and North Locust Street has been completed; he thanked Supervisor Clarke for her assistance with this. It was noted that the rest of the Town Administrator's Report has been submitted in written form, with photographs of the park storm damage and repair of the culvert included. Mayor Ramsey asked if the work at the park has been completed; Mr. Nicholson stated that it has, and provided information on several dead trees which had to be removed. Mayor Ramsey asked if there were any deed restrictions in relation to this; Town Administrator Nicholson stated that Town Attorney Gilmore was to research that issue. Councilperson Botsch asked if there has been any response from the County since last month's meeting regarding the Franklin Park Trail Project; Town Administrator Nicholson stated that there has not. Councilperson Botsch asked that Mr. Nicholson check with the County.

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

Town Planner/Zoning Administrator Hynes stated that her report includes information from the Land Use Committee report, and that everything discussed at this evening's meeting is what she has been working on. Other items she will be working on are: a "Parking for Park Users Only" sign at the Town Park; use of a church lot for commuter parking; and Franklin Park Trail easements along Loudoun Street. Town Planner/Zoning Administrator Hynes noted that she will write to the

County regarding putting our JLMP on the County's Strategic Plan. Mayor Ramsey explained that Supervisor Clarke suggested the Town provide a funding request to the County, noting a gap that exists between the cost of the project as estimated by Dewberry versus Stantec's estimate. Mayor Ramsey suggested that Dewberry and Stantec exchange information, in order to ensure that the Town is not under-funded for this project. Vice-Mayor Graham asked if the fence and tree on Bridge Street will be removed in order to facilitate the Franklin Park Trail Project; it was reported that the fence and two trees will be removed. Councilperson Prack asked if Bridge Street will be widened; Councilperson Botsch stated that it will, for a short distance. Councilperson Prack asked about the house at 17 Bridge Street; it was reported that the County sent a Notice of Violation to the owner in early August, the owner then contacted the Town Planner/Zoning Administrator. Discussion of this issue ensued, with it being reported that the County will try to exhaust all possibilities at their disposal before the Town moves on this matter. Vice-Mayor Graham asked about the house which was demolished at 16 Bridge Street; Town Planner/Zoning Administrator Hynes noted that she still needs to work on that issue, and that only the foundation exists at that site at present.

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

Mayor Ramsey reported that he worked on the Franklin Park Trail Project and the tap agreement issue; Mr. Ramsey reported that the tap agreement is now final, and that he and Town Administrator Nicholson will work together on the tax spreadsheet related to this. Negotiations with the County on Common Project Agreement may now begin. Councilperson Botsch asked how under-funded the Town's portion of the Main Street Enhancement Project is; Mayor Ramsey explained that Dewberry projects between \$150,000.00 and \$200,000.00, but that he feels Stantec has a better grasp of the project/numbers. Mayor Ramsey stated that he would like to ensure that a contingency is prepared to address any possible shortfall.

### **4. Utility Committee**

Vice-Mayor Graham spoke to concerns Utility Staff has regarding possible changes to utility billing. It was noted that meters are read on a monthly basis, and that Mrs. McGaha does regular checks for spikes in usage.

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

Vice-Mayor Graham reported that Councilperson Lyne has been looking at an alternate system to LOGICS, and will present his findings at next month's meeting. Mr. Lyne has spoken to Mrs. Wolford and Mrs. McGaha regarding this issue.

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

It was noted that this report was previously covered, in Town Planner/Zoning Administrator Hynes' report.

**IN RE: COUNCIL COMMENTS**

Councilperson Botsch commended Mayor Ramsey for his handling of this evening's meeting. Councilperson Klipple stated that the hand-out provided was great, and suggested that Mrs. McGaha have these at her disposal to give to customers. Vice-Mayor Graham reported that she recently met former Town Planner/Zoning Administrator Kinsley, and that he is looking well. Councilperson Prack stated that Mayor Ramsey did a phenomenal job with the Water/Sewer discussions. Council further discussed this issue; Mayor Ramsey explained that the Town's website will contain information regarding water rates, and that the next newsletter will cover the topic, as well.

**IN RE: MEETING ADJOURNMENT**

The meeting was adjourned by Mayor Ramsey at 11:45 p.m.

Respectfully submitted,

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Scott T. Ramsey, Mayor

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Debra McDonald, Recording Secretary