

**ROUND HILL TOWN COUNCIL
REGULAR MEETING MINUTES
September 19, 2013**

A regular meeting of the Round Hill Town Council was held in the Town Office, 23 Main Street, Round Hill, VA, on Thursday, September 19, 2013.

Council Members Present

Scott T. Ramsey, Mayor
Mary Anne Graham, Vice-Mayor
R. Daniel Botsch
Janet L. Heston (arr. @ 7:50 p.m.)
Clarkson J. Klipple
Christopher J. Prack

Others Present

Maureen Gilmore,
Town Attorney
Debbie Deutsch
Betty Dodge
Joshua Smith
Sgt. Maria

Council Members Absent

Frederick Lyne

Staff Members Present

Buster Nicholson, Town Administrator
Mickey Rhoades, 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: PUBLIC COMMENT

Mayor Ramsey opened the meeting to Public Comment, asking those presenting comments to the Council to state his/her name and address, and to keep their comments to five minutes. Ms. Deborah Deutsch, of 73 Main Street addressed the Council. She spoke about her nephew's "Flat Stanley" project, with which she is helping. Ms. Deutsch explained the purpose of this project and asked if the Council would be willing to pose for a picture in relation to the project. Council agreed, and Ms. Deutsch acted as photographer. There was no other Public Comment.

IN RE: APROVAL OF AGENDA

Vice-Mayor Graham moved that the Agenda be amended so that the two Business Items are switched, in order to present the Red Ribbon Week Resolutions first; Councilperson Botsch seconded the motion. There was no further discussion. The amended Agenda was approved by a vote of 4-0; with Councilperson Lyne absent and Councilperson Heston having not yet arrived at the meeting. 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

IN RE: BUSINESS ITEMS

1. Resolution – Red Ribbon Week

Gunnery Sergeant Smith, of the Young Marines, spoke. He introduced Gunnery Sergeant Maria, also representing the Young Marines at this evening's meeting. Sgt. Smith noted that this is his last year working on this campaign, as he will be graduating in the spring. Sgt. Smith provided a brief explanation of Red Ribbon Week and the story of Enrique "Kiki" Camarena. Sgt. Smith thanked the Council for their support of this program. Mayor Ramsey explained that there are two resolutions before the Town Council, one for the Colonel Wesley Fox Young Marines, and one for the Shenandoah Valley Young Marines. Vice-Mayor Graham moved that we **adopt Resolution 2013-06, which states, "Now, Therefore, Be It Resolved that the Town Council of the Town of Round Hill does hereby proclaim October 23 – 31, 2013, as Red Ribbon Week in Round Hill, and encourages all citizens, businesses, public and private agencies, media, religious and educational institutions to wear and display red ribbons and participate in drug-free activities throughout the week, joining the rest of the nation in promoting the Red Ribbon Celebration and drug-free communities."** Councilperson Klipple seconded the motion. The motion was approved by a vote of 4-0, with Councilperson Lyne absent and Councilperson Heston having not yet arrived at the meeting. 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

Vice-Mayor Graham then moved that we **adopt Resolution 2013-07, which states, “Now, Therefore, Be It Resolved that the Town Council of the Town of Round Hill does hereby proclaim October 23 – 31, 2013, as Red Ribbon Week in Round Hill, and encourages all citizens, businesses, public and private agencies, media, religious and educational institutions to wear and display red ribbons and participate in drug-free activities throughout the week, joining the rest of the nation in promoting the red Ribbon Celebration and drug-free communities.”** Councilperson Klipple seconded the motion. The motion was approved by a vote of 4-0; Councilperson Lyne was absent for the vote and Councilperson Heston had not yet arrived at the meeting. The vote is recorded thus:

<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

Mayor Ramsey then called for a brief recess, in order to present the Resolutions to the Young Marines representatives.

2. Round Hill Volunteer Fire Department – Future Plans

Mayor Ramsey encouraged the representatives from the Round Hill Volunteer Fire Department to participate freely in the discussions. Vice-Mayor Graham reported that she had attended the Fire Department’s recent Board meeting, and that four options for the location of the Department were presented by the County, although exhibits for only the first three options were displayed. Supervisor Clarke stated at that meeting that the Sheriff’s Office Substation construction will proceed on time. Mayor Ramsey expressed some concern about that statement, wondering why the County would go forward with construction without a site plan in place for a second building on the same lot. Ms. Deutsch, of the Round Hill Volunteer Fire Department, stated that the three plans presented are “concept plans;” and that, according to the County, the Fire Department building will be located closer to West Loudoun Street at the Sheriff’s Office Substation site. According to Ms. Deutsch, the County considers this a “done deal;” the operational portion of the Fire Department will be on that site. Vice-Mayor Graham reported that she informed the County Engineer that the Town Council wants to work with the County and the Fire Department on this issue. Ms. Deutsch noted that the Department itself has not settled on anything; the Fire Department Board will go before the entire company at their Monday (September 23rd) meeting and present this for a vote. At present, this is all conceptual. It was also reported that nothing will even begin on this until 2015, and any project would take five years beyond that start time to finish. Ms. Deutsch stated that the County wants to know the Fire Department’s decision by October 1st. In response

to a question from Councilperson Klipple, Ms. Deutsch stated that a new building cannot be erected at the present Fire Department site. Mayor Ramsey asked if the County can force the volunteers to move, or if they could split up paid and volunteer staff. Ms. Deutsch stated that she believes County staff doesn't know, and hasn't really answered the Fire Department's questions about this. The County seems certain that they will move the Department to the new site. Ms. Deutsch reported that this issue has not yet come before the Board of Supervisors. Mayor Ramsey asked Town Attorney Gilmore if the County would need a Commission Permit to move the Fire Department; Ms. Gilmore stated that it depends on the wording of the current permit for the safety center. Vice-Mayor Graham asked about the meeting of the Fire Department to be held on Monday; the Fire Department representatives explained that they will need to have a quorum present in order to vote on any proposal, and that they expect to have a quorum present. Ms. Dodge briefly explained the information that has gone out the Department members regarding this, and the history of this issue. It was noted that these plans have been in the works with the County for two years, but no one else knew about them. Councilperson Botsch asked if there is equipment which is jointly owned by volunteers and County staff. The Fire Department representatives reported that there is not. Mr. Botsch then asked who would first answer emergency calls if the Department is split. The representatives explained the volunteers do not want the Department to be split. The representatives noted that the in-town station would be used for social functions if fire calls are run from the new station. Councilperson Klipple asked if the County has ever split a department; the Fire Department representatives stated that they have not, with the exception of the situation in Neersville. Councilperson Botsch asked for clarification of how fire/rescue calls will be handled, if the staff is moved to the Sheriff's Office Substation site. Mr. Deutsch and Ms. Dodge stated that that will continue to be handled as it is now. They also explained how the financial aspect of a new station will be handled. The Fire Department representatives reported that the Fire Department Board would like to move operations to the new facility, and use the present station for social functions. They also reported that the County has offered to build a 5,500 square foot banquet hall at the new facility, which would present another set of maintenance and financial issues. The representatives also noted that, in order to add a banquet hall at the new facility, a two-story building would be required; this is not favored by Fire/Rescue staff. It was reported that the present situation is a financial burden on the Fire Department. Councilperson Heston asked about maintenance of equipment; the Fire Department representatives explained how the maintenance of equipment would be split between paid and volunteer staff. The Council and the Fire Department representatives also discussed ambulance fees which have been proposed by the County, with it being noted that this issue is not yet final. If approved, this would be a "soft collection" – meaning no collection efforts would be undertaken by the County if the services are not paid for by the user. Mayor Ramsey explained that the Council position is to support the plan that both the County and the Volunteer Fire Department agree upon. Vice-Mayor Graham reported that, at the meeting she attended, the issue of the use of Town utilities

arose again. Ms. Deutsch and Ms. Dodge noted that they appreciate the support of the Town Council. Councilperson Botsch requested larger copies of the concept plans for use at the Town Office. Ms. Deutsch noted that the County has emphasized that these are concept plans only. Mayor Ramsey explained that these plans are done to show that this is viable. Councilperson Klipple stated that he can't imagine the County starting construction on the Sheriff's Office Substation without deciding about the future of the Fire Department. There was brief discussion of the construction of a banquet hall at the new facility. It was noted that the Fire Department already has a banquet hall, and that they would have to pay for the construction of the new hall; however, the County would control that facility. There was a brief discussion regarding the lack of sidewalks at the Sheriff's Office Substation site, and how this would affect citizens' ability to walk to events there. It was reiterated that the Fire Department meeting will be held at 7:30 p.m. on Monday, September 23, 2013. There was no further discussion of this issue. Mayor Ramsey thanked the Fire Department representatives for attending the meeting and updating the Council on this issue.

IN RE: ACTION ITEMS

1. Approval of Minutes

a. July 18, 2013 Town Council Meeting

Vice-Mayor Graham suggested a possible change on page 6; however, after discussion, it was decided to leave the passage noted as is. There were no other corrections. Vice-Mayor Graham made a motion **to approve the minutes of the July 18, 2013 regular meeting of the Round Hill Town Council**; Councilperson Klipple seconded the motion. The minutes were approved by a vote of 5-0, with Councilperson Lyne 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
Frederick Lyne	Absent
Christopher J. Prack	Aye

b. August 2, 2013 Town Council Special Called Meeting

Vice-Mayor Graham noted that the minutes generally list in any vote any member who is absent, but that these minutes do not do so. It was decided to add this information to these minutes, noting that Councilpersons Botsch and Prack were absent; this information was also added to the recorded vote. Vice-Mayor Graham moved **to approve the minutes of the August 2, 2013 Town Council Special Called Meeting, as amended**; Councilperson Heston seconded the motion. The motion was approved by a vote of 3-0-2, with two abstentions. The vote is recorded as follows:

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

2. Approval for Purchase of Tractor for Utilities

Mayor Ramsey reported that the cost of this item is above the level of our purchasing policy, thus requiring a vote by the Council. Town Administrator Nicholson reported that the three quotes for the purchase of a new tractor are in each Council Member's packet, and asked if there are any questions. Vice-Mayor Graham noted that Utility Staff recommended a Kubota tractor, but were unable to go forward with that purchase as it did not meet the necessary requirements. The Utility Committee recommended purchase of a John Deere tractor. It was noted that the quotes presented are all for the John Deere tractor. It was reported that the quotes presented do not reflect the value of a trade-in of the existing tractor. Considering the age of the tractor it was felt that it would be best to sell it outright. Councilperson Botsch asked if the existing tractor would be sold; Mayor Ramsey assured him that it would. Councilperson Heston asked why only one type of tractor was included in the quote. Mayor Ramsey explained that only a John Deere tractor was considered because existing equipment (mowers, etc.) will only fit on a John Deere tractor. Councilperson Klipple recommended buying from a local retailer, with which Town Administrator Nicholson agreed. Councilperson Botsch asked to ensure that the Council is "comparing apples to apples" in regards to purchasing a tractor that will support existing auxiliary equipment; Mr. Nicholson stated that they are. Councilperson Heston requested that Carlyle & Anderson (the local retailer) be asked if they would meet the lower price of the West Virginia company which provided a quote. Town Administrator Nicholson stated that he would do so. Following this discussion, Vice-Mayor Graham made a motion **to approve the bid for the John Deere tractor, not to exceed \$38,906.25, with Town Administrator Nicholson to negotiate the price;** Councilperson Klipple seconded the motion. Councilperson Heston asked if all tractors now have cabs; it was noted that the type of tractor included in the quotes do. Mrs. Heston also asked if the tractor is used in the winter; it was noted that it is used in all seasons. Following this discussion a vote was held, with the motion approved by a vote of 4-1; Councilperson Heston voted no. The vote is recorded thus:

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

3. Joint Public Hearing for 3 Main Street

Councilperson Botsch noted that this issue was addressed with the Planning Commission, and that the Planning Commission recommended the Town Council approve the Special Exception with one change, which deals with delivery times. Councilperson Prack explained this further. Mayor Ramsey asked if this Special Exception expires in December; it was noted that it does. Mr. Ramsey also asked if any other public hearings are required prior to that date; it was reported that there are no other such requirements. Councilperson Botsch suggested scheduling this with any other upcoming public input session (such as the Main Street Enhancement Project, or the Creekside development). Mayor Ramsey suggested scheduling this in conjunction with another regularly scheduled Town meeting. Following discussion, it was decided to schedule this hearing at 7:30 p.m. on October 17, 2013, in conjunction with the regularly scheduled Town Council Meeting. Mayor Ramsey directed Town Planner/Zoning Administrator Rhoades to ensure that this will be acceptable to Planning Commission members.

IN RE: REPORTS

1. Town Administrator's Report

Town Administrator Nicholson noted that his report has been submitted in a written format, and that he would be happy to answer any questions. Councilperson Prack and Councilperson Botsch asked that each report be separated, if double-sided copies are used, to provide for ease of filing. Mr. Nicholson noted that he would separate each report. Councilperson Klipple asked how many water taps were supported by the last two new wells; it was noted that approximately 160 were, after taking into account taps already promised for use. Mr. Klipple stated his concern that, by the end of next year's building season, the Town will run out of taps. Councilperson Botsch asked how the digital recording of each Town Council meeting will be stored; Town Administrator Nicholson reported that each will be downloaded onto the hard drive. There was brief discussion of the possibility of being able to electronically forward copies of the recording to whoever may need/want a copy. Vice-Mayor Graham asked if Town Administrator Nicholson had found out how to receive e-mail alerts regarding the flag at the Town Office (e.g., when to fly at half-staff); Mr. Nicholson noted that he had. There was no further discussion.

2. Town Planner/Zoning Administrator's Report

Town Planner/Zoning Administrator Rhoades noted that her report is attached to each Council Member's packet, and that she is available for questions. Mayor Ramsey asked about the Walraven subdivision; Ms. Rhoades reported that all needed documents have been returned and sent to Mr. Hummel for his review. Vice-Mayor Graham requested that, under "Zoning Permits Approved," addresses and information about the permit be included. Councilperson Prack asked about recent vandalism at the Town Park. Town Administrator Nicholson reported that this occurred to the bench at the chess board, and that the item has been dismantled and is being repaired. Mr. Nicholson also reported that the sidewalks and benches at the Park have been pressure-washed, and that a solar-powered light has been installed at the flag. Finally, Town Administrator Nicholson thanked Janet and William Heston for trimming work they did at the front of the Town Office.

3. Mayor's Report

Mayor Ramsey reported that he spent a lot of time this summer doing the Town Administrator's job; he noted that Mr. Nicholson is now on-board, and that the transition has gone well. Mr. Ramsey also reported that he and Town Administrator Nicholson met with staff from the Town of Purcellville regarding IT issues, for information gathering purposes. Mayor Ramsey noted that Purcellville is holding itself to a very high standard, as they are a larger jurisdiction, and that Round Hill wouldn't strive for such a standard, due to our smaller size. Mayor Ramsey and Town Administrator Nicholson obtained very good input from the Purcellville IT staff. Mayor Ramsey noted that he was involved in several discussions regarding the sludge press. Vice-Mayor Graham asked about the Water Study project; Mayor Ramsey reported that it is nearly ready. It was noted that the Council felt that cancelling the August meeting was good – that it afforded members a good break.

4. Utility Committee

Vice-Mayor Graham stated that most of her report will be discussed in the Executive Session scheduled for this evening's meeting. Mrs. Graham also reported that Emery & Garrett will probably present their interim report in November, and that this report will be passed on to the Town Council. Vice-Mayor Graham reported that the Utility Committee meeting for October has been changed to the first Tuesday due to her going on vacation. Finally, Vice-Mayor Graham reported that the wells continue to produce water sufficiently, in spite of the lack of rain in recent weeks.

5. Administration and Communications Committee

Councilperson Heston reported that the Committee met and discussed IT issues. Town Administrator Nicholson reported that Windows XP will no longer be supported by Microsoft after early April 2014, and that the Town currently uses XP on all desktops. E-mail and server issues were discussed as well; Mr. Nicholson noted that solutions are being looked into at this time. Mayor Ramsey

noted that the current fiscal year budget is not set up to support large IT changes; there may be a need for Council discussion regarding financing possible changes. Mr. Ramsey noted that these discussions would be in the future, not right away. The next Administration and Communications Committee meeting will be held on Wednesday, October 9, 2013 at 7:30 p.m.

6. Land Use Committee

Councilperson Botsch reported on two meetings, held in August and September. Mr. Botsch noted that a lot of time was spent on the Main Street Enhancement Project. It was reported that there had been very little movement on the needed waivers, so Councilperson Botsch asked for a meeting with Jim Zeller of VDOT; this meeting occurred on September 5th, during which they walked the route. Mr. Zeller offered suggestions on how to frame waiver requests to help move them forward. Following that meeting, Mr. Zeller informed the engineer that the lane width requirement is eleven feet, not twelve feet, as previously required. Other VDOT requirements, and the changes the Town has requested, were discussed, with it being noted that the waivers regarding these items have been submitted. Councilperson Botsch reported that the County has applied for waivers with VDOT for the Franklin Park Trail Project; requirements for the width of the grass strips were reduced. It was reported that the Committee also discussed the possible widening of Bridge Street, but then was told that the County has decided not to go forward with this. Mr. Mark Thomas and Mr. Ed Wolmart presented their plans for the Creekside project to the Committee. Vice-Mayor Graham asked if land is still to be donated at Creekside for public facilities; Councilperson Botsch noted that it is. The Council reviewed designs for this development. Councilperson Botsch reported that the Creekside developers want to have a public meeting with town residents before presenting their plans to the County. Discussion ensued regarding changes to this development from the previous plan. Councilperson Heston noted that they have offered tours of their other developments; Mayor Ramsey noted that most of these are in the Frederick, MD area. It was reported that the proffers previously proposed will not change, but that changes are being requested for lot sizes, home types, and for construction and bonding items. Mayor Ramsey also reported that the Creekside developers are asking to be relieved of the requirement to deliver ADUs, and that they offered to pay for this. It was noted that their County zoning application encompasses 45 days, so this will require quick action on the part of the Town. Councilperson Botsch reiterated that they have asked for public input prior to presenting their plans to the County. Councilperson Botsch reported that the Committee discussed access at Sleeter Lake Park, as well as the utility easement. Mayor Ramsey asked Town Attorney Gilmore if she recalls what the original utility easements were; Mrs. Gilmore stated that she is unsure, as this has not been discussed for a long time. Town Attorney Gilmore and Mayor Ramsey discussed access to the Wastewater Treatment Plant, which crosses a HOA lot. Town Administrator Nicholson noted that he was told this easement was pedestrian only, and asked why vehicles are using it, noting that he has asked for

clarification on this. Town Attorney Gilmore will research the original easement. Councilperson Botsch reported that Lake

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Ridge Estates was discussed; it was noted that the original proffer for open space was from 2006. The issue of if this proffer could possibly be used as a park was discussed. Councilperson Klipple stated that the proffered area would make a nice park, and noted that the pond at the site is much lower in elevation than the other portion of land there. Town Planner/Zoning Administrator Rhoades reported that she is checking into wastewater issues there. There was brief discussion of flora that depends on the pond in that area. It was noted that there was discussion in the Land Use Committee of making this tract a park, if the maintenance costs are not too high. Also discussed was who (HOA or the Town) would be responsible for maintenance, and in which areas. Town Planner/Zoning Administrator Rhoades noted that who would provide day-to-day maintenance (e.g., snow removal) needs to be clarified. Vice-Mayor Graham asked how soon building will begin there; Town Planner/Zoning Administrator Rhoades stated that it is scheduled to begin in April/May 2014. Finally, it was reported that the owner of the house at 17 Bridge Street will be contacted regarding this property, as there have been complaints from neighbors. It was reported that the property has been deemed “uninhabitable” by the County.

IN RE: COUNCIL COMMENTS

Councilperson Botsch suggested reviewing committee memberships, as representation on each committee is not equal. Vice-Mayor Graham asked if the committees could be made “committees-of-the-whole.” It was noted that that presents problems with assembling a quorum. Following a brief discussion, the consensus of the Council was that each committee should consist of four members. Mayor Ramsey noted that the Utility Committee currently needs one more member. Discussion of how to realign the committees ensued; with Councilperson Botsch noting that three members on a committee would work, but that five is too many. Following this discussion, Councilperson Prack read aloud the new committee assignments, which are as follows: Administration and Communications Committee – Chair, Janet Heston, with Dan Botsch, Mary Anne Graham and Fred Lyne as members; Land Use Committee – Chair, Dan Botsch, with Clark Klipple, Fred Lyne and Chris Prack as members; Utility Committee – Chair, Mary Anne Graham, with Clark Klipple and Janet Heston as members; Chris Prack remains Council representative to the Planning Commission. Mayor Ramsey noted that any Council Member may attend any committee meeting, but may only vote on the committees of which he/she is a member. Councilperson Heston raised a question regarding the Park Maintenance budget, noting that a large portion of the funds budgeted have already been spent; Town Administrator Nicholson will speak with Town Treasurer Welford regarding this. Vice-Mayor Graham reported that a new deputy has not been hired for the position currently being covered by Deputy Cooper; thus, our chances of getting Deputy Cooper back as our Community Policing officer are slim. Vice-Mayor Graham also reported on two issues she handled as Interim Zoning Administrator, and thanked Mr. Kinsley for staying on part-time following his retirement and assisting with these. There were no further Council Comments.

IN RE: EXECUTIVE SESSION

Vice-Mayor Graham moved that the **Round Hill Town Council recess its open meeting and convene in Closed Session to consult with legal counsel regarding probable litigation in re: to the wastewater treatment plant, the Route 719 lift station, and other utility matters, and personnel matters; and to discuss pending litigation in the Loudoun County Circuit Court styled, in re: BZA Appeal, GEMRAM, LLC vs. Town Council, et.al, and in re: BZA Appeal, Town Council v. GEMRAM, LLC.; as authorized by Code of Virginia of 1950, as amended, Section 2.2-3711(A)(7) and (A)(1);** Councilperson Klipple seconded the motion. A voice vote was held, with the motion carrying by a vote of 5-0. The vote is recorded thus:

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

Town Attorney Gilmore, Town Planner/Zoning Administrator Rhoades, and Town Administrator Nicholson were invited to attend.

Mayor Ramsey called a recess, in order to clear the room, at 9:30 p.m.

IN RE: MEETING ADJOURNMENT

The Town Council exited closed session at 11:05 p.m. with the following motions:

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

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

Motion to certify no items discussed that were not exempt from open session by

Vice-Mayor Graham, seconded by Councilperson Klipple. Passed 5-0.

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

The regular meeting was adjourned by Mayor Ramsey at 11:06 p.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

Debra McDonald, Recording Secretary