

**ROUND HILL TOWN COUNCIL  
MEETING MINUTES  
June 15, 2022**

A Regular Meeting was held by the Round Hill Town Council on Wednesday, June 15, 2022 at 7:30 p.m. The meeting was held at the Town Office, 23 Main Street, Round Hill. Instructions for participating remotely were provided on the meeting agenda.

**Council Members Present**

Scott T. Ramsey, Mayor  
Mary Anne Graham, Vice-Mayor  
Jesse Howe (arrived at 7:42 p.m.)  
Michael Hummel  
Paula James  
Sean Lloyd

**Staff Members Present**

Melissa Hynes, Town Administrator/Zoning Administrator  
Robert (Rob) Lohr, Project Manager  
Bobby Lohr, Town Planner  
Marty Feltner, Utility Supervisor (participated remotely)  
Maureen Gilmore, Town Attorney (participated remotely)  
Harriet West, Town Clerk (participated remotely)

**CALL TO ORDER**

Mayor Ramsey called the meeting to order at 7:34 p.m.

**PLEDGE OF ALLEGIANCE**

Vice-Mayor Graham led the Pledge of Allegiance.

**ROLL CALL**

Roll Call was held. Mayor Ramsey noted that Vice-Mayor Graham and Councilpersons, Hummel, James, Lloyd, and himself were physically present, constituting a quorum. Councilperson Howe was absent at the time of the roll call and there was one seat vacant.

**PUBLIC COMMENTS**

**Tom Weaver**, 3 Main Street, said he has been working with Mr. Rob Lohr about fixing the issues associated with the Main Street Project, including grading. He said he is looking forward to seeing the plan as soon as it becomes available.

### **ADOPTION OF REGULAR MEETING AGENDA (Amendments & Deletions)**

Vice-Mayor Graham moved that the Council adopt the agenda. Councilperson Lloyd seconded the motion. There was no discussion. A vote was held; the motion was approved 4-0, with Councilperson Howe absent for the vote. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Mary Anne Graham	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye
Jesse Howe	Absent

### **PRESENTATION**

#### **1. Resolution for Robert (Bobby) Dennis**

Vice-Mayor Graham read aloud Resolution 2022-04 honoring Robert (Bobby) Dennis' service to the Round Hill Community by operating motor vehicle service stations and repair shops for 42 years. Councilperson James seconded the motion. Mayor Ramsey noted that Round Hill Auto Service set an example for what a local business should be and it is part of what has made Round Hill a special place to live. Mr. Dennis said he appreciated being welcomed to Town many years ago and that he always tried to treat everyone fairly. He recounted his experiences as a business owner over the years. He thanked the Council for the recognition. Councilperson Lloyd, Hummel, and Howe spoke about their positive experiences with Round Hill Auto Service and complimented Mr. Dennis on his service to the Town. Mayor Ramsey called for the vote. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Mary Anne Graham	Aye
Jesse Howe	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye

Mayor Ramsey presented Mr. Dennis with gifts from the Town and the signed Resolution. The Council took a brief recess. Mayor Ramsey resumed the meeting at 7:58 p.m.

### **APPROVAL OF MINUTES**

#### **1. March 16, 2022**

Vice-Mayor Graham noted that on line 157, "Town's" should be "Town." There were no other corrections to the minutes. Vice-Mayor Graham moved that **the minutes be approved as amended**. Councilperson Howe seconded the motion. There was no discussion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Mary Anne Graham	Aye
Jesse Howe	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye

## **2. April 6, 2022**

Vice-Mayor Graham noted that her name was misspelled on line 247. There were no other corrections to the minutes. Vice-Mayor Graham moved that **the minutes be approved as amended**. Councilperson Howe seconded the motion. There was no discussion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Mary Anne Graham	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye
Jesse Howe	Aye

## **BUSINESS ITEMS**

### **1. Utility Department Update**

Vice-Mayor Graham reported on the following:

- The wells are maintaining their normal flow according to Mr. Feltner.
- Peter Foster from Emery & Garrett Groundwater Investigations will be coming on June 20 to look at the Town's well situation and will be providing recommendations for new wells.
- Keith Lane, the Town's Utility Engineer, has indicated there are still hurdles associated with Well-D and they are still looking at 2023 before it comes online.
- The air conditioning at the utility building is not working; Mr. Feltner is working on getting it fixed.

Mr. Feltner reported that the water line to the Waste Water Treatment Plant has been completed and the facility is now on Town water; pressure is higher than they are normally use to and they have installed pressure reducing valves and flow restrictors.

Ms. Hynes stated that staff is working on the water ordinance amendments which will be brought back to the Council at a later date.

### **2. Franklin Park Trail/Main Street Enhancement Project Update**

Mr. Rob Lohr reported on the following:

- He has been working closely with the property owners on Main Street to review project plans that were approved 12 years ago and to make adjustments based on their current needs. Many properties have changed ownership during that timeframe and some of the residents have had major lifestyle changes. All of the residents have been very cooperative and every property will be made fully functional. One resident reported that his property no longer floods during heavy storms, something that had previously been a problem for 30 years.
- The contractor is continuing to work on stormwater connections at Main and Loudoun Streets.

Mr. Rob Lohr thanked the utility staff for putting in long days for the water line relocations and obtaining materials.

Councilperson Hummel asked how the changes to the plans recently voted on by the Council are being handled. Mr. Rob Lohr stated the contractor agreed to do the work using the existing prices in the contract under a separate task order from the Town.

### **3. Application for Town Council Vacancy**

Mayor Ramsey explained that the Town received one application to fill the vacancy on the Council resulting from Melissa Hoffmann's resignation.

The applicant, Isaac Pacheco, introduced himself to the Council. He stated he is a recent resident of Round Hill; he and his family moved from Fairfax to the Lake Ridge Estates neighborhood just over six months ago. He moved here to get closer to nature and for more of the small-town feel that he grew up with. He grew up on an 800-acre working farm in Kentucky. He joined the Marine Corps and travelled the world before moving back to the Washington, D.C. area. His grandfather was active in his community and taught him a lot about civic engagement. Mr. Pacheco said he would like to be part of the change that is happening here in a sustainable way. His grandfather passed away a decade ago and the city they lived in and grew up in did not have sustainable growth.

Mayor Ramsey explained that the appointment is until the election in November 2022, when the seat will be on the ballot for a Special Election.

## **ACTION ITEMS**

### **1. Appoint New Town Council Member**

Vice-Mayor Graham moved that **the Round Hill Town Council appoint Isaac D. Pacheco to fill Melissa Hoffmann's unexpired term on the Town Council until a successful candidate is elected on November 8, 2022 and qualifies for office.** Councilperson Hummel seconded the motion. There was no discussion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

#### **MEMBER**

Mary Anne Graham

#### **VOTE**

Aye

Jesse Howe	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye

Mayor Ramsey asked Ms. Hynes to take care of getting Mr. Pacheco sworn in. Ms. Gilmore confirmed that the Court has signed the Writ of Special Election for the November election. A discussion ensued about the deadline and process for Mr. Pacheco to register for the Special Election.

## **2. Adopt FY 2023 Budget, Rates, and Fees**

Mayor Ramsey explained that the Council held the public hearing at the previous meeting and that the budget is ready for adoption. The Mayor asked if there was any discussion; hearing none, he called for a motion. Vice-Mayor Graham moved to **adopt Ordinance 2022-02, dated June 15, 2022, Adopting the FY 2023 Budget, Tax Rates and Motor Vehicle License Fees, Business License Taxes/Fees, Cigarette Tax, Land Development/Zoning Fees, and Utility Rates and Fees**. Councilperson Lloyd seconded the motion. There was no discussion. A voice vote was held; the motion was approved 5-0. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Mary Anne Graham	Aye
Jesse Howe	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye

## **3. Virginia Department of Transportation (VDOT) Resolution for Speed Limit Study**

Mr. Rob Lohr presented this item. The Council is being asked to adopt a Resolution requesting that VDOT conduct a speed limit study to reduce the speed limit at four locations coming into Town to 25 miles per hour (MPH), relocate the speed limit signs further out into the County, and install solar radar speed signs.

Mr. Rob Lohr noted that most of the speeding is occurring outside of the Town limits coming into Town. Problem areas identified include Airmont/New Cut Road, Rt. 719 (Woodgrove Road), Rt. 7 Business East (East Loudoun Street), and Rt. 7 West (West Loudoun Street). Staff from Loudoun County Supervisor Buffington's office set up a meeting with the County Department of Transportation and Capital Infrastructure and VDOT with Town staff to observe these problem areas. The County and VDOT agreed that improvements were needed to reduce speeding as people entered the Town. There is no cost to the Town for the study or the improvements; however, the County has a formal process that requires a resolution from any town adjacent to the proposed speed limit changes.

Following discussion, Vice-Mayor Graham moved that **the Council adopt Resolution 2022-05, asking for a speed limit study to reduce the speed limit at our gateways to 25 MPH, relocate the speed limit signs further out into the County as identified, and install solar radar speed signs.** Councilperson James seconded the motion. There was no discussion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Mary Anne Graham	Aye
Jesse Howe	Aye
Michael Hummel	Aye
Paula James	Aye
Sean Lloyd	Aye

#### **4. CPAM-2022-01 Future Land Use Map – Central Commercial District**

Ms. Hynes presented this item. The Council is being asked to consider a Resolution that would refer an Intent to Amend the Comprehensive Plan to the Planning Commission for the purpose of amending the Future Land Use Map for the Central Commercial District.

Ms. Hynes explained that amending the Future Land Use Map does not rezone the properties, it only permits a property owner to apply for a rezoning. The area under consideration is between High Street and 7 Main Street. A discussion ensued about creating a separate Land Bay or expanding an existing Land Bay. The Council agreed that the Planning Commission should determine the boundaries for the map based on the existing policies. Vice-Mayor Graham stated she was opposed to including any properties on the east side of Main Street. Ms. Hynes reviewed the Land Use goals for the Central Commercial District. Mayor Ramsey summarized the questions for the Planning Commission to address:

- Do we want to expand the Central Commercial District?
- Should some or all of the properties in the potential area of expansion be included in the Central Commercial District based on the existing policies?

The Council discussed the boundaries for the map to be provided to the Planning Commission. Following further discussion, the Council asked Ms. Hynes to bring this item back to the next Council meeting with a revised Scope of Work.

#### **5. Hillwood Estates – List of Recommended Street Names**

Ms. Hynes presented this item. The Council is being asked to discuss potential street names to be included in a letter from the Town to residents in Hillwood Estates whose streets have been identified for renaming by Loudoun County. This is part of the Board of Supervisor's renaming of Confederate and segregationist symbols in Loudoun County.

Ms. Hynes reviewed the list of names submitted by Council Members. The draft list for the letter includes the following: Cider, Bee, Mackaye, Noland, Wolford, Hammerly, Howell, Lyneldo,

Sleeter, and Bear. She noted that these names are available in the County's street naming system. Following discussion, the Council directed staff to prepare a letter to Town residents in Hillwood Estates with the list of suggested names and why they are being recommended. Mayor Ramsey stated the Council Members could contact Ms. Hynes directly with any other names they would like to have included.

## **REPORTS**

In response to a question from Vice-Mayor Graham, Ms. Hynes reported that the boat launch for Sleeter Lake has been ordered.

In response to a question from Councilperson James, Ms. Hynes reported that staff is in negotiations with the prospective buyer for the Tree Crops Lane property.

Mayor Ramsey mentioned that the County will be holding a Rural Town Hall at the Round Hill Elementary School on June 30. The primary topics will be the County Zoning Ordinance rewrite and the rural economy. The Mayor congratulated the organizers of the Appalachian Trail (AT) Festival on another successful event; he thanked the Round Hill Outdoors Committee and Jody Brady, who was the chief organizer.

## **TOWN COUNCIL COMMENTS**

Councilperson Lloyd thanked Town staff for filling in at the AT Festival. He also reported that he met with the Utility Billing Administrator recently to go over the high-water usage reports and data flows. He will follow up with Ms. Hynes and will include Councilperson Howe in the discussion about how to speed up the research and analysis. Mayor Ramsey noted it would be beneficial to have a more automated process for generating reports.

Councilperson James said she was surprised to see how quickly the trail at Lake Ridge Estates was completed. She also noted that she has seen many more people walking downtown since the sidewalks have been completed.

Vice-Mayor Graham said she participated in the recent paper shredding event held by the fire department and was told they had 80 customers.

Councilperson Pacheco said he appreciated the opportunity to participate on the Council and that he is looking forward to helping make the community better. With regard to seeing more walkable streets and more people out, he said there will be hundreds more once the Council connects the Town to Airmont and New Cut Road. Mayor Ramsey noted this is the next big project once the Town completes Main Street.

Councilperson Hummel reported that some of the contractors from the Carrington Project have been driving over the trail at New Cut Road rather than using the construction entrance; he spoke to the construction manager at Carrington about fixing the trail.

Mayor Ramsey welcomed Isaac to the Town Council.

**MEETING ADJOURNMENT**

Mayor Ramsey adjourned the meeting at 10:10 p.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

CERTIFIED:

A handwritten signature in blue ink, appearing to read "Harriet West", is written over a horizontal line.

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Harriet West, Town Clerk

APPROVED: September 7, 2022