

**ROUND HILL TOWN COUNCIL  
SPECIAL MEETING MINUTES  
June 29, 2020**

A Special Meeting of the Round Hill Town Council was held on Monday, June 29, 2020, at 7:30 p.m. Due to the ongoing COVID-19 Pandemic, this meeting was conducted electronically pursuant to *Ordinance 2020-04: Providing for Continuity of Government* adopted by the Mayor and Town Council on April 28, 2020. The Mayor, Council Members, staff, and the public attended this meeting electronically using Zoom.

**Council Members Present**

Scott T. Ramsey, Mayor  
Mary Anne Graham, Vice-Mayor  
Donald W. Allen  
Michael B. Hummel  
Paula James (arrived at 7:35 p.m.)

**Council Members Absent**

Amy E. Evers  
Melissa Hoffmann

**Staff Members Present**

Melissa Hynes, Town Administrator/Zoning Administrator  
Marty Feltner, Utility Supervisor  
Keith Lane, Town Engineer  
Robert Lohr, Project Specialist  
Danni Albright, Town Planner  
Harriet West, Town Clerk

**Others Present**

There were no members of the public in attendance.

**IN RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Ramsey called the meeting to order at 7:32 p.m. As this meeting was held by electronic means, the Pledge of Allegiance was not recited.

**IN RE: ROLL CALL**

Mayor Ramsey stated that, with Councilpersons Allen, Hummel and James, Vice-Mayor Graham, and himself, present a quorum was established.

**IN RE: PUBLIC COMMENT**

There was no Public Comment.

**IN RE: ADOPTION OF REGULAR MEETING AGENDA (Amendments & Deletions)**

Mayor Ramsey called for a motion to adopt the Agenda; Vice-Mayor Graham **so moved**. Councilperson Allen seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 3-0-3, with Councilpersons Evers, Hoffmann, and James absent. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Melissa Hoffmann	Absent
Paula James	Absent

**IN RE: ACTION ITEM**

**1. Declare Voluntary Water Restrictions**

Town Administrator/Zoning Administrator Hynes presented this item, beginning with an explanation of factors that have resulted in increased water usage during the summer months. Ms. Hynes further explained that water usage has seen a greater increase this year due to the number of residents at home due to pandemic restrictions. Town Administrator/Zoning Administrator Hynes reported that Utility Staff have been monitoring well production for some time, as demand has been slowly increasing, with the unusual circumstances this year causing an acceleration in demand; this acceleration is bringing the system much closer to a point where water production will not remain in excess of demand. Ms. Hynes stated that Utility Staff has, therefore, recommended that Voluntary Water Restrictions be put in place, to help conserve the water supply. Town Administrator/Zoning Administrator Hynes also provided information on the effect the building of new homes in the community has had on the Town's water supply, with this "break-even" point of demand and supply reached sooner than expected.

Mayor Ramsey asked if it would be possible for the builders undertaking construction at The Bluffs to set up a dry hydrant, or to pump water from Sleeter Lake, for irrigation purposes.

Councilperson Hummel stated his belief that any restrictions on water usage should be "across the board," and not targeted to a specific user. Mr. Hummel asked if Staff contacted the builder at The Bluffs, in an effort to address increased water usage at that site; Town Administrator/Zoning Administrator Hynes explained that this issue arose quickly and unexpectedly, and that her Staff Memorandum to Council which addressed it represented an effort to start a conversation aimed at arriving at a resolution. Councilperson Hummel explained that he spoke to the builder, raising the possibility of using water from Sleeter Lake to water sod, and that the builder was amendable to the suggestion and stated he would work with the Round Hill Owners' Association (RHOA) on this effort. It was noted

by Councilperson Hummel that an occupancy permit will not be issued by Loudoun County if sod is not installed in good condition at each home site. Utility Supervisor Feltner stated that Utility Staff would be willing to work with the builder at The Bluffs, so that discharge water from the wastewater plant could be trucked to the development in order to water sod.

In response to a question from Council, Mayor Ramsey explained that Voluntary Water Restrictions provide no mechanism to curb excessive use by a customer, other than an attempt to persuade; only Mandatory Water Restrictions provide for enforcement.

Discussion ensued regarding hand-watering versus unattended watering during Voluntary Water Restrictions, and possible ways to encourage and educate the community on water conservation efforts.

It was noted that, in an effort to inform the community of the implementation of Voluntary Water Restrictions, signs will be posted, information will be included in the upcoming Town newsletter, and information will be posted to the Town's website and Facebook page. There was discussion of information to include in the newsletter article, including using hand-watering for lawns and/or plantings.

In response to a question from Mayor Ramsey, Town Engineer Lane provided information on pump rates and recharge rates for some of the Town's wells.

Following this discussion, Vice-Mayor Graham moved **that the Town Council announce Voluntary Water Restrictions to the Round Hill Customers, effective June 30, 2020, and direct Staff to prepare a revised Water Production Study.** Councilperson Hummel seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0-2, with Councilpersons Evers and Hoffmann absent. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Paula James	Aye
Amy E. Evers	Absent
Melissa Hoffmann	Absent

Mayor Ramsey asked if there were any Council Comments; there were none.

**IN RE: MEETING ADJOURNMENT**

The meeting was adjourned by Mayor Ramsey at 8:15 p.m.

Respectfully submitted,

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Scott T. Ramsey, Mayor

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Debra McDonald, Recording Secretary

Date Approved: September 2, 2020