

**ROUND HILL TOWN COUNCIL
MEETING MINUTES
October 6, 2021**

A Regular Meeting was held by the Round Hill Town Council on Wednesday, October 6, 2021, at 7:30 p.m. The meeting was held at the Town Office, 23 Main Street, Round Hill. The option to participate remotely was made available using information provided on the agenda.

Council Members Present

Scott T. Ramsey, Mayor
Mary Anne Graham, Vice-Mayor
Jesse Howe
Michael Hummel (participated remotely)
Paula James

Council Members Absent

Melissa Hoffmann

Staff Members Present

Robert Lohr, Project Manager
Harriet West, Town Clerk
Maureen Gilmore, Town Attorney (participated remotely)

Others Present

There were no members of the public in attendance.

CALL TO ORDER

Mayor Ramsey called the meeting to order at 7:32 p.m.

PLEDGE OF ALLEGIANCE

Vice-Mayor Graham led the Pledge of Allegiance.

ROLL CALL

Roll Call was held; Mayor Ramsey noted that Councilpersons James and Howe, Vice-Mayor Graham, and himself were present in the Council Chambers, constituting a physical quorum. Councilperson Hummel participated remotely, and Councilperson Hoffmann was absent.

PUBLIC COMMENTS

There were none.

ADOPTION OF REGULAR MEETING AGENDA (Amendments & Deletions)

Vice-Mayor Graham moved that **the Town Council adopt the agenda with the removal of Action Item Number One**; Councilperson Howe seconded the motion. There was no discussion

of the motion. A vote was held; the motion was approved 4-0-1, with Councilperson Hoffmann absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael Hummel	Aye
Paula James	Aye
Mary Anne Graham	Aye
Jesse Howe	Aye
Melissa Hoffmann	Absent

APPROVAL OF MINUTES

1. June 23, 2021

Councilperson Hummel noted a misspelling on line 42, “moved” not “moted.” There were no further corrections. Vice-Mayor Graham moved **to adopt the minutes as corrected**; Councilperson Hummel seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0-1, with Councilperson Hoffmann absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael Hummel	Aye
Paula James	Aye
Mary Anne Graham	Aye
Jesse Howe	Aye
Melissa Hoffmann	Absent

BUSINESS ITEMS

1. Utility Department Update

Vice-Mayor Graham reported on the following:

- Well-D and Evening Star Treatment Plant – Property acquisition efforts are ongoing between the Town and Round Hill Owners Association (RHOA). The wetlands jurisdictional determination for the Well-D site is expected within the next few weeks.
- South Tank – The topographic survey on the site has been performed. A draft environment assessment document has been completed based on state agency comments; the next step is a public notification and 30-day public comment period.
- Safety Improvements at the Waste Water Treatment Plant – Most of the safety improvements have been completed; one of the platforms has gone back to the fabricator for modifications.
- Sleeter Lake Park Water Line Extension – The water line extension has been completed and is in service; the second phase design to extend the main line to the plant is expected to occur over the winter.
- Goose Creek Water Plant – East Coast Utilities returned in September to work on the green sand filter; equipment deliveries have been delayed but are expected in January/February 2022. The plant is still operating near capacity with only short shutdowns.
- Stoneleigh Wells – The wells are slowly recovering from the leak and keeping up with demand.

2. Franklin Park Trail/Main Street Enhancement Project Update

Mr. Lohr reported that the County and the contractor reached out to the Virginia Department of Transportation (VDOT) last week to request permission to expand daytime hours Monday through Saturday, in lieu of night-time work. If approved by VDOT, the hours would be expanded from 7:00 a.m. to 5:00 p.m., Monday through Saturday. Mr. Lohr said the contractor will be mobilizing to install stormwater on Main Street and concrete and culvert work on E. Loudoun Street. A discussion ensued about night-time hours; Mr. Lohr explained that VDOT would not approve night-time work in the Town limits without receiving feedback from the Council.

ACTION ITEMS

1. Request from Highway and Safety Services for Night Time Work on Loudoun Street

This item was removed from the agenda.

2. Authorization to Proceed with Sale of Large Reservoir

Ms. West said that the sale of the Large Reservoir was identified as a Town Council priority at the 2020 Strategic Planning meeting. Staff has been working on a number of things since then including obtaining copies of the deeds. She noted there were questions about the property reverting to the former property owner if the Town no longer used it as a water source. Ms. West referenced a letter in the Council packet from the Town's engineer, Peed & Bortz, stating that the Large Reservoir is not likely a viable source of water.

Ms. Gilmore stated she has reviewed the historical deeds for the 12-acre parcel, and it appears the reservoir can be conveyed by the Town. She also noted that the Town's engineer has opined that the reservoir will not practicably be used as a water source in the future. Ms. Gilmore stated that apparently the Town Administrator had tried to move forward with the sale of the property but there were concerns because a title search had not been done on the property. Ms. Gilmore further noted the Town would have to hold a public hearing before it could convey the property; one alternative would be to issue a Request for Proposals (RFP) and see if there are persons or entities interested in purchasing the reservoir from the Town.

A discussion ensued about the best way to reach the largest number of potential buyers. Mayor Ramsey asked if additional title research was needed; Ms. Gilmore stated there is no reversionary clause for the reservoir parcel. She noted that the Town cannot convey the easements containing the water pipelines because the Town does not own the underlying parcels. Following discussion, Ms. Gilmore said the best thing for the Town would be to vacate those easements.

A discussion ensued about the need to perform a title search in order to list the property with a realtor. Councilperson Hummel stated that a title search on the property was done several years ago and that a copy was provided to the Town. Mayor Ramsey stated he was reluctant to do an RFP until Staff was able to talk to a realtor again about the title issue. Councilperson Hummel offered to contact a local realtor for advice; there was no objection from the Council or the Town Attorney. Mayor Ramsey said that Staff could also suggest someone. Ms. Gilmore will follow up with Staff on the title report that had been done.

Mr. Lohr raised the question about the springs and easements feeding the reservoir and if they would convey with the sale of the property. He noted this is the only source of water to the reservoir and without those springs, there is a good chance the reservoir would dry up quickly. He also noted he would ask the Town Administrator what realtor she had contacted about the sale of the property.

Following further discussion, it was agreed to have Staff consult with a realtor to get advice on whether to do an RFP and, if so, what the RFP should include.

REPORTS

Ms. West reported on the following:

- The Joint Public Hearing for the proposed Zoning Ordinance Amendment for Public Facilities is on track for October 27, 2021.
- Ms. Hynes will work with the Mayor on the Council survey for the upcoming Strategic Planning meeting.

Mayor Ramsey reported on the following:

- The Coalition of Loudoun Towns (COLT) sent a letter to the Board of Supervisors expressing support for the County Planning Commission's recommendation to deny the AT&T tower on the ridge line in Western Loudoun County; the Board voted AT&T's application down on October 5, 2021.
- The Virginia Municipal League (VML) conference was held this past weekend at Lansdowne. The mayors of the Western Loudoun towns helped open the conference, hosted an opening night reception, and conducted a session about how the COLT model works.
- FestiFall is on Saturday, October 9. The 5K race and parade will be held rain or shine. There will be activities at the Town Park and Baptist Church.

TOWN COUNCIL COMMENTS

Vice-Mayor Graham reported on the following:

- Town Treasurer Sue Holland was able to attend all three days of the VML conference.
- She commended Melissa Hynes and her staff for the excellent display prepared for the VML conference.
- She will forward the information from the VML conference regarding cyber security to the Mayor and Town Administrator.

MEETING ADJOURNMENT

Mayor Ramsey adjourned the meeting at 8:23 p.m.

Respectfully submitted,
Scott T. Ramsey, Mayor

CERTIFIED:

A handwritten signature in blue ink that reads "Harriet West". The signature is written in a cursive style with a large, stylized "H" and "W".

Harriet West, Town Clerk

APPROVED: February 2, 2022