

ROUND HILL TOWN COUNCIL MEETING

Thursday, September 16, 2010

7:30 p.m.

A regular meeting of the Round Hill Town Council was held Thursday, September 16, 2010 at 7:30 p.m. at the Town Office, 23 Main Street, Round Hill, Virginia.

COUNCIL MEMBERS PRESENT

R. Daniel Botsch

Janet Heston

Clarkson Klipple

Jenny Grafton Theodore

Christopher Prack

Scott Ramsey, Mayor

Mary Anne Graham, Vice Mayor

STAFF PRESENT

John Barkley, Town Administrator

Rob Kinsley, Town Planner and Zoning Administrator

Alan Wolverton, Utilities Director

Maureen Gilmore, Town Attorney

Susanne Kahler, Recording Secretary

MEMBERS OF THE PUBLIC PRESENT

Tony Papaleo, Town resident

IN RE: CALL TO ORDER

Mayor Ramsey called the meeting to order at 7:33 p.m.

IN RE: THE PLEDGE OF ALLEGIANCE

Vice Mayor Graham led those present in the Pledge of Allegiance

IN RE: COMMUNITY POLICING REPORT

None

IN RE: PUBLIC COMMENT

None

IN RE: APPROVAL OF THE AGENDA

Vice Mayor Graham moved to approved switching item #1A. to underneath Item 6.

Councilperson Prack seconded her motion.

Councilperson Botsch suggested the Council also remove the item "Park Master Plan" from tonight's agenda as it was being finalized by the Land Use Committee and would be brought to a vote before the Town Council at next month's meeting.

Vice Mayor Graham and Councilperson Prack agreed to his proposed deletion of that item from

the agenda.

The motion carried, 6-0-0.

IN RE: WATER RESTRICTIONS

Alan Wolverton, Utilities Director, gave an overview of the well recovery and output trend analysis report. He noted that water usage was at approximately 12,800,000 gallons per month with 1.8 million gallons over the last 2 months unaccounted for. He also described to Town Council members the leak detection equipment he had recently seen demonstrated and felt that the initial cost of the equipment (\$3,600) could easily recoup its associated cost quickly in aiding the Town's efforts to discover and repair leaks in the system before they reached crisis proportions. Mr. Wolverton also made the recommendation to Council that the Town institute Phase 1 of the Mandatory Water Restriction Policy. The large reservoir is currently down 1 ½ feet. There had also been a couple of incidents of water theft at the Greenwood development hydrants. By the time local law enforcement has arrived at the scene, the perpetrators have disappeared. Town Council suggested that the Utilities Director and Town Attorney Maureen Gilmore explore the possibilities of either locking or removing the hydrants located so far from any development as to not be of further use. There is some question as to the legal ramifications once the hydrants are put into service as the hydrants are logged into the County's emergency GPS coordinates.

Vice Mayor Mary Anne Graham moved that the Town Council immediately impose Phase 1 Mandatory Water Restrictions. During Phase One, all customers of the Town's water system are requested to conserve wherever and whenever possible in their normal consumption of water and it is unlawful to use water for the purpose of watering lawns and gardens, washing cars, filling swimming pools and like activities. Councilperson Heston seconded her motion. Councilperson Botsch suggested that the Town Council at least wait until Monday so that Town residents could be properly alerted. Vice Mayor Graham and Councilperson Heston agreed to make the restrictions in their motion before the Council effective Monday, September 20th instead of immediately. **The motion carried, 6-0-0.**

Vice Mayor Graham also inquired as to the necessity for the Town Council to also vote on the issue of where and how to appropriate the funds required to purchase the leak detection equipment on behalf of the utilities department. Town Administrator John Barkley said that the \$3600 amount was under the threshold in the Town's purchasing policy so he would leave it up to the Utilities Director to decide where to pull the funding from.

IN RE: WESTERN LOUDOUN SHERIFF'S SUBSTATION

John Barkley, Town Administrator, said that the Special Exception was recently approved by the Loudoun County Board of Supervisors at their last meeting. Now they will be moving to Site Plan phase. The Utilities Agreement with the Town is still an open issue. The County will show a well at the site plan phase. They are working to identify the well site, however, the means of conveyance is still to be determined. There was no general reduction in the size or scope of the project, nor was there any agreement made by the County to extend the Town's sidewalks. John Barkley said that the Boundary Line Adjustment is being discussed openly amongst staff and that he thought the Mayor has talked to Jim Burton about it as well. He felt that the BLA was implied within both the special exception and water and sewer agreement now.

Barley noted that, "In the language of the agreement that Maureen (Gilmore, Town Attorney)

has deleted the County attorney had suggested a undertaking a special exception process for the well. That is a big issue right now, given what Hamilton has gone, is still going through. That was quickly deleted and now they are trying to find a happy medium.”

Mayor Ramsey said, "That is a good point. Currently the County's position is that any public well being developed in the county now requires a special exception. That is a new interpretation of the County zoning ordinance that had not been unveiled until only recently."

John Barkley said he wanted to make mention of the fact that they (the Town) "didn't expect to develop the well until it was brought into Town at some point. It is an important point to remember."

IN RE: CHESAPEAKE BAY PRESERVATION ACT

This item was tabled until the arrival of Town Attorney, Maureen Gilmore

IN RE: PLANNING COMMISSION DRAFT WORKPLAN

The Town Planning Commission Draft Work Plan was presented to the Town Council by Sarah Etro, Planning Commission Chair. Its purpose, she explained, was to identify issues generated by the public commissioners as well as Town Council directives and distill these ideas into issues, identify outcomes and the work process necessary to achieve these outcomes. Currently the items listed were comprised of 8 questions, which she felt represented a timetable of greater than a year's work. The Planning Commission had prioritized their top concerns into 4 items and would also continue to deal with land use review issues required as the need arose. This would be additional work, recognizing that the Planning Commission takes direction from the Town Council.

The Planning Commission intended to tackle the 4 issues in tandem as there was a certain amount of cross-over and to work to identify the scale of the issue and who should be involved. Etro expressed the sentiment that the Planning Commission was open to additions to the action steps and would be giving periodic updates to the Town Council and would bring back the fruits of their labor to the Town Council for final review and recommendation. It was noted that there was no longer a representative from the Town Council on the Planning Commission and that the Commission was reduced in size from 5 members to 3 with the 2 current vacancies that existed. Of the 3 members it was noted that Commissioner Wolford has excused herself from the Special Exception request now before the Commission on behalf of the Bank of Clark County as her husband is their representative so effectively, there are only 2 Commissioners left to deal with this current issue.

At this point, Jenny Grafton Theodore volunteered to serve as the Town Council liaison to the Planning Commission. Vice Mayor Graham moved to appoint her to the Planning Commission. The motion was tabled until Rob Kinsley, Town Planner and Zoning Administrator could determine what term she would be serving

Councilperson Botsch asked Chairperson Etro if she could elaborate on the first question "Do we want to be a town?" Etro said it was important that we do have some kind of plan; part of the discussion was to look at the benefits of incorporation v.s. un-incorporation. Chairperson Etro felt that perhaps given some recent contentious issues that "we might not all be on the same page."

Town Attorney Maureen Gilmore arrived at 8:10 p.m.

Councilperson Botsch asked about the Commission tackling all four items. He asked if it was possible to break these down so that they could present findings to the Council and then move sequentially on. Rather than presenting to Council as one whole thing could they break it up into smaller segments. He felt that it might make the Council in turn more efficient in addressing their findings.

Councilperson Botsch suggested that the Planning Commission work on items A&B first and then forward their findings to the Land Use Committee before beginning work on the next two issues so that the workplan could continue to progress at a steady pace instead of all at once. Mayor Ramsey said they would also be involving the Planning Commission in reviewing the comprehensive plan as part of the BLA process that they may be entering into with the County. Planning Commission Chair Etro questioned that wouldn't they want to do that BEFORE they initiated the BLA process? "We would want to identify where the boundaries might be set." Councilperson Prack said that there had been citizens on the west and northern end of town that had expressed interest in such a plan.

"The BLA issue had been in front of the Land Use Committee for at least a year now," Mayor Ramsey said.

"What you're saying is for us to scout the possibilities for expansion before we start the formal BLA process," Etro noted, "Expansion will also be driven by the Town's capacity."

"There is no question on the capacity," said Mayor Ramsey, at least as far as the wastewater goes. It will be a question of water capacity."

"We need to relook at this. Some of these items are going to have to come off. The BLA is pretty extensive. I didn't have knowledge until right now that the BLA was on the table and that you all would be looking to us. That is fine but there wasn't any consideration of this in the work plan. I think we need to be careful as a Town about water and sewer capacity and recognize that wherever we extend those lines we are extending development and development opportunities. So we have to talk densities. It is pretty big. We can do it. Do you want the Planning Commission to do the initial legwork on it?" Planning Commission Chair Sarah Etro questioned Mayor Ramsey.

Mayor Ramsey said, "The Land Use committee is looking at the financial side of things. We would be looking to the Planning Commission for integrating some other aspects - density, zoning regulations, appropriate Town rules and ordinances. As far as running capacity aspects and numbers, we will be giving this task to the Utilities Committee."

Etro said that she wondered about the timing. "If the Council is pursuing a BLA to encompass the substation and there is a lot of land in between there which is not developed, this is going to prompt a lot of quick decision making about what that land is going to be especially since we have already heard from property owners saying that they want to develop residentially."

Councilperson Botsch asked if the Town was going to wait until the substation was done before pursuing a BLA.

"The only reason we would want to do the BLA is to allow us to put Town zoning on that site for the possibility of a second use and Town well site. Property owners who are surrounded by that site would like to develop and we may prefer that they do it under the Town plan instead. It is a long term process," said Mayor Ramsey.

Councilperson Botsch said, "So we don't need to derail what the Planning Commission is doing here."

Planning Commission Chair Etro said, "One thing you (the Town Council) might want to think

about now is getting the Planning Commission to work together in conjunction with the Land Use Committee. Again, I think it is not just a utility issue, it really is a land use issue and I think you need to figure out what you want the land use to be before you worry about the infrastructure that serves it. Once those utilities are extended, then those property owners are going to want to hook in regardless. I think there is more urgency to start working on this issue now...to get some baseline information together and getting up to speed so that we are ready when you want to go forward. Potentially we are talking about a new zoning ordinance - because I know the property owner was asking that a new district be written.”

“My assumption all along is if that we do a BLA we would do it as a zoning-neutral act and we would bring the properties in under the existing County zoning and that any rezonings that might occur would be completely legislative and planning acts. That is the way we had it done last time and it made it a lot cleaner,” Mayor Ramsey said, “That is one of my reasons for personally supporting the BLA.”

Councilperson Prack added, “We don't even know if there is a well site on the property yet.”

Councilperson Heston responded, “No we don't but that is one reason we should be proactive in case something were to happen that we can't foresee.

Councilperson Prack, “That is why the Mayor is bringing it up now.”

Councilperson Botsch asked, “So what does that mean for this (the work plan)?

Chairperson Etro said, “We only have so many resources. Maybe the thing to do is try to map out from our perspective what it will take to work on the BLA and figure out what that effort is going to be. We certainly could go forth on the B1 discussion, if that is what I hear you saying.”

“It would be a lot easier if we had a lighting and noise ordinance, given the special exceptions that came up recently,” Mayor Ramsey said

“That is why it is on our list,” Chairperson Etro said

“I wouldn't want to see you drop everything for the BLA because it is a long term process,” Mayor Ramsey said.

Councilperson Botsch said, “I would hate to see this wait.”

Councilperson Prack stated, “I don't see any reason for it to wait, I think the intention was since it was brought up, just to throw it out there so everyone is aware of what is going on.”

Councilperson Botsch said, “I think what Sarah (Etro) is looking for is some guidance so they (the Planning Commission members) don't get swamped.”

Mayor Ramsey said, “The Planning Commission previously did not show any interest in the BLA. When it was discussed before, the Planning Commission at the time said why they might just un-incorporate the Town so why waste time? It (the question) still shows up on your list. If you still have doubts about Town incorporation on the Planning Commission, how can we expect you to seriously take on the BLA?

Planning Commission Chair Etro responded, “That is pretty serious. You have to look at what the purposes of the Planning Commission and the Council are. We should allow and acknowledge for differing opinions but certainly the Commission is tasked with specific things to do and as the Chairman, I intend to assure that we are doing what we need to do.”

Councilperson Botsch said, “I think it goes toward the question of what do we want to do as a Town? I don't ever want to see us strictly as a Town Council vote on incorporation. For some of these issues we control development around the Town but in some other critical issues like the Chesapeake Bay Act, we are losing control. I think it is a worthwhile question to ask - Does the typical Round Hill taxpayer get their money's worth for the extra taxes they pay given what

control we do and do not have?”

“A BLA would be expanding the Town ordinance and the Town plan so that we do have control. Most small towns now are trying to bring everything in that is possible and not leave it to the County,” Mayor Ramsey said.

Councilperson Botsch said, “That very well may be the logical approach - either we incorporate and get larger or at the present size we are not sustainable.”

“Just given the lack of Planning Commission members,” Mayor Ramsey said, “The present size is hard to sustain. We have a lot of long term residents and several people are making their second pass through the town government. Maybe there are some people outside the present boundaries that would love to have a say.”

Chairperson Etro expressed the sentiment that in light of the record, she would like to have a vote from the Town Council on the work plan she presented. “So that it is clear what you would like us to do.”

Councilperson Prack moved that, “The Town Council hereby directs the Planning Commission to investigate items A and B on the Round Hill Planning Commission Work Plan as submitted by Chairperson Etro.

Councilperson Botsch seconded the motion. **The motion passed 6-0-0.**

Mayor Ramsey said, “We do have a motion that was tabled from earlier concerning Jenny Grafton Theodore’s appointment to the Planning Commission. Rob Kinsley has determined that her term on the Planning Commission would follow the same term she is serving on the Town Council.

Vice Mayor Mary Anne Graham reiterated her earlier motion to appoint her to the Planning Commission. Councilperson Prack again seconded the motion. **The motion passed 6-0-0.** Chairperson Etro said there was a special meeting Monday night at 6 p.m.

IN RE: REQUEST FOR CONNECTION TO WASTEWATER COLLECTION SYSTEM AT 35163 HARRY BYRD HIGHWAY

The owner of 27 years, Tony Papaleo was present. He stated that he had recently put an addition on and found that his current cesspool system has failed. The County has given him 30 days to rectify the situation. He is surrounded on three sides by Stoneleigh and there is a sewer line that runs not 25 feet from his property and 60 feet from his house. Therefore, he is requesting to hook up to the sewer line. John Barkley, Town Administrator said that the initial report from the Utility Committee meeting indicates in error that the property was not in the JLMA but it is in fact within those boundaries. That removes 90 percent of the legal issues concerning hookup. The landowner has not yet found out what the availability and hookup fees would be. Additional easements might be required should he also seek Town water.

Mayor Ramsey said, “We can as a Town Council grant intent to serve both and it is up to him as a landowner to decide whether he wants to pursue it. What he is seeking from the town is a letter so that the health department is aware that he is applying and it stops the clock. “Unfortunately the Town cannot compel Stoneleigh to grant an easement,” Town Attorney Maureen Gilmore said. Town Administrator John Barkley said we would give the County an indication that we were working on the issue.

Vice Mayor Mary Anne Graham made a motion for the Town to draft a “will serve” letter for both water and sewer on behalf of 35163 Harry Byrd Highway.

Councilperson Botsch seconded the motion. **The motion passed 6-0-0**

IN RE: RETURN TO THE SUBSTATION WATER AND SEWER AGREEMENT

The Council requested guidance from Town Attorney Maureen Gilmore concerning placing locks or shutting down/abandoning fire hydrants on line but in remote locations to avoid water theft at this time. Ms. Gilmore said she would look into the matter as well as the issuance of a letter from the Fire Marshall regarding placing locks on the hydrants as had been previously pursued when locks had been purchased under Kelly Yost's term as Town Administrator. Ms. Gilmore said she would try and get some response or some relief from the Fire Marshall. The hydrants in question are in remote areas in Greenwood, in the northwest section of Town.

Returning to discussion on the Utilities Agreement language concerning the Western Loudoun Sheriff's Substation, Ms. Gilmore addressed the concerns that Vice Mayor Mary Anne Graham had expressed via email to her. Ms. Gilmore said she added language that, "the County shall also provide perpetual access easements if necessary to the well at no cost to the Town."

Ms. Gilmore said she would also address the County's responsibility for putting in Town-owned lines. They (the County) are going to be responsible for putting in laterals. Lateral service lines should be sized appropriately to serve as a main. She will consult with the Utilities Director, Alan Wolverton and insert a minimum size specification.

According to Ms. Gilmore, their (the County's) capital facilities people would love to get this taken care of and be brought into Town and, "If we can believe what was said at the meeting we attended after Labor Day some of the new alternatives the County attorney came up with were not necessarily favored by them. The best alternative to the Town would be is to own the lot and the well and have an easement to it if necessary. The second best alternative is to have everything in a perpetual easement. The County came up with this land lease idea for 99 yrs. We are assuming there is a good well out there but they really want your water and sewer so I think you can say we need the water resources to make sure we can supply you in the future." Mayor Ramsey noted that the Town was bargaining from a position of strength in the matter of the Utilities Agreement and also asked about Planning Commission Chair Sarah Etro's statement that once we extended service out to Western Loudoun that we would have to service anyone who requested to be hooked up along the way.

Ms. Gilmore stated that, "If you have a comprehensive plan that states that you are the only provider of utilities you cannot rely on holding out exception to provide service, so circumstances would have to be considered. If the service went out there and you had capacity in your system and someone else along the way tried to say, 'hey I want in on your system,' you would not be allowed to say you don't have capacity and not fill it. If it was a factual certainty that you did NOT have capacity, then no, you would not have to serve them. Municipalities have an absolute right if they don't have capacity they do not have to serve outside their municipal limits. While extending the line doesn't automatically force you, it takes one of the decision factors out of your tool box in terms of denying service to someone."

Councilperson Heston said, "When you started talking about BLA that was my concern too."

Mayor Ramsey said, "If we have zoning authority over those properties that is far more effective control over the type of development," Mayor Ramsey said, "We are shooting ourselves in the

foot by not having an adequate water supply. The only way water is going to get cheaper is if we sell more of it.”

Councilperson Heston said, “I don't disagree with you but the other flip side of this coin is when we are looking at what we want in the comprehensive plan... what we want our Town to be, some people may look at this as a trade off because what we are basically doing is trading off density and the look of the Town for water resources and to make money. I really would hope this Council would weigh those options.”

IN RE: CHESAPEAKE BAY ACT WORK PROGRAM

Councilperson Botsch had some questions of Maureen Gilmore, Town Attorney regarding the grading permit requirements being cut down to 2500 sq ft.

Ms. Gilmore said, “Generally the ordinance in its current form is what was written by County staff. Towns were not solicited for input nor, unlike a lot of projects the County has undertaken, there was no outside engineering data solicited either. Probably the biggest objection to it in its current form is how incomplete it is because the implications are unknown. The very question you asked,” Ms. Gilmore said, “If you asked it of a County person, they will tell you it doesn't affect you because it doesn't affect any property in town. But yes you have to get your ENS permit from the County; they through this act will have the opportunity to impose these restrictions, even if you are in the Town. Those exclusions are not as clear cut as they would appear to be. I think the bigger concern for the Town though, especially one like Round Hill – or with their intake facilities on the Potomac, the Town's water supplies are greatly affected by this because many of your wells are outside Town limits so anytime you want to do anything to any of your wells you are going to have to go through this process. And the 2500 ft is any disturbance so if you have a well you have to get to, 2500 ft is not very far - not a lot of room to work with. So then you have to come up with what is going to be the effect of the disturbance of this. You also need to remember, Loudoun County is not required to adopt a Chesapeake Bay ordinance - it is doing so voluntarily. The way it is written now is you have to come up with these reports but it doesn't say what the criteria are or what you have to show...it is very vague.”

Councilperson Botsch asked, “So what are the Board of Supervisors doing on the 21st?”

“They could very well go ahead and vote on it,” Ms. Gilmore said.

Councilperson Botsch noted that 1/3 of the streams aren't even mapped. “The primary goal is not to clean up the Chesapeake Bay but to clean up Loudoun County streams,” he said.

Councilperson Prack said that, “No where could he find WHY - there is no substance or structure to it.”

Councilperson Grafton Theodore said, “I am in complete opposition to it.”

It was agreed that Mayor Ramsey contribute to the joint letter from the three Western Towns which, according to Ms. Gilmore, presented their unified concern and opposition to the Act but was general in its tone. Mayor Ramsey will also prepare separate remarks addressing the specific concerns of the Town of Round Hill.

IN RE: APPROVAL OF MINUTES June 24, 2010 TOWN PUBLIC HEARING

Mary Anne Graham moved to approve the minutes as revised. Jennifer Grafton Theodore seconded her motion. Councilperson Botsch noted that the speaker on page 36 was still noted as an unidentified member of the public.

The motion passed 4-0-2 with Clarkson Klipple and Jenny Grafton Theodore abstaining as they were not present at the hearing.

IN RE: APPROVAL OF MINUTES July 22, 2010 TOWN COUNCIL MEETING

Mary Anne Graham moved to approve the minutes as presented. Councilperson Heston seconded the motion.

Councilperson Botsch noted the following corrections:

page 4, last paragraph should read **"They're."** Page 5, 3rd paragraph, strike **"Utilities"**
Page 6, Lease agreement 1st paragraph strike **"that are more"** pg 7, last paragraph under personnel policy, should read **"Ramsey thanked the Treasurer for getting the comp time information and hours worksheet he requested.** Page 8, 2nd paragraph strike **"clarifies IT"** (end of sentence) period. Strike **"when it said"**

Under approval of minutes, MG should read **Mary Anne Graham.**

Page 9, Town Administrators report, should read **Council Member Heston.** Strike **"have been"**

Page 10 under Utilities Committee should read Vice Mayor Graham **"invited."**

The motion passed 4-0-2 with Clarkson Klipple and Christopher Prack abstaining as they were not present at the meeting.

IN RE: TASK ORDER AUTHORIZATION

Town Administrator John Barkley presented a task order from Stantec for the engineering necessary to get them to the construction point. According to Mr. Barkley, "The task order echoes the points Dave Bowers made at the last Town Council meeting in July. A lot of the "unearthing" of Anderson's preliminary engineering work has been done and now it is time to do final engineering work on storm water management and engineering design of the project and facilitate the public information process, according to Mr. Barkley. The task order is pretty well detailed at a proposed cost of \$55,000. If we go into the general fund capital budget the Town Council can pull money from the Main Street Enhancement line item and Storm Water Improvement item to pay for it. I recommend the Town Council approve this task order because it is beyond my authority. Let's move forward and get the first public information session scheduled as soon as possible." Mr. Barkley agreed to have David Bowers provide a timeline at the next Town Council meeting. Vice Mayor Mary Anne Graham expressed her dismay at Bowers' lack of preparedness and knowledge demonstrated at his July summary made to the Town Council.

Mayor Ramsey said that in his defense, Mr. Bowers was not told to be prepared for a presentation to Town Council.

Councilperson Prack said it made sense to approve it (the task order) now so not as to delay it for yet another month.

Councilperson Heston requested a timeline be given if they move forward and also a timeline on remaining grant money.

Councilperson Prack moved to approve the task force authorization. Councilperson Jenny Grafton Theodore seconded the motion. **The motion passed 5-1-0 with Vice Mayor Mary Anne Graham voting nay.**

IN RE: TOWN ADMINISTRATOR REPORT

John Barkley met with VDOT today about the 3 other welcome signs. Rob Kinsley plotted sign locations on GIS. VDOT asked for additional information

IN RE: TOWN PLANNER REPORT

The Bank of Clarke County has received approval by the FDIC for a Round Hill branch.

IN RE: MAYORS REPORT

Gave update on Western Loudoun Substation

Land Use Committee is working on BLA.

Mayor Ramsey has received a request from the Ketocin Chapter of the National Society of the DAR to issue a proclamation designating Sept 17-23 as Constitution Week.

Councilperson Botsch moved to adopt the proclamation. Vice Mayor Mary Anne Graham seconded his motion. **The motion passed 5-1-0 with Councilperson Heston voting nay.**

IN RE: UTILITIES REPORT

The minutes from the meeting do not reflect that Vice Mayor Mary Anne Graham was reelected Chair of the Utility Committee.

Their next meeting is Tuesday, Oct. 19th at 8 pm.

They would like to add a link on the Town website that would give a tour of the wastewater facility,

Councilperson Heston felt this would be pose security risk. That was the general consensus of Town Council members.

IN RE: ADMINISTRATION COMMITTEE

Councilperson Heston was elected as Chairperson. They are looking into the possibility of paid advertising on the Town's website. The Committee received a LOGICS software update.

Online bill payment training took place for Town staff.

Their next meeting is Monday, Oct. 18th at 7:30 p.m.

IN RE: LAND USE COMMITTEE

The reviewed the Chesapeake Bay Act Work Program.

The Town Park Master Plan will be finalized at their next meeting.

IN RE: COUNCIL COMMENTS

Councilperson Clarkson Klipple noted he will be absent at the next scheduled Town Council Meeting in October.

IN RE: ADJOURNMENT

With no further business or comments, Mayor Ramsey adjourned the meeting at 11:35 p.m.

Respectfully submitted,

Scott Ramsey, Mayor

Susanne Kahler, Recording Secretary