

**Round Hill Town Council  
Regular Meeting Minutes  
March 18, 2010**

A regular meeting of the Round Hill Town Council was held in the Town Office, 23 Main Street, Round Hill, VA on Thursday, March 18, 2010.

**Council Present**

John Heyner, Mayor  
Mary Anne Graham, Vice-Mayor  
Chris Prack  
Janet Heston  
Scott Ramsey (arrived at 9:02 pm)

**Staff Present**

John Barkley, Town Administrator  
Rob Kinsley, Town Planner/Zoning Admin.  
Betty Wolford, Treasurer  
Susanne Kahler, Recording Secretary

**Absent**

Mike Hummel  
R. Daniel Botsch

**Others Present**

Deputy Matt Bressler, L.C. Sheriff's Dept.  
Captain Noble, L.C. Sheriff's Dept.  
Margaret O'Brien, resident  
Clarkson Klipple, resident

**Attachments**

- I. Agenda – March 18, 2010
- II. Letter requesting ordinance regarding low lighting for businesses
- III. Town Administrator's Weekly Report
  - a. March 1, 2010
  - b. March 8, 2010
  - c. March 15, 2010
- IV. Town Planner & Zoning Administrator's Report, March 11, 2010
- V. Administration & Communications Committee Agenda, March 10, 2010
- VI. Communications regarding Western Loudoun Sheriff Substation
- VII. Town Council Meeting Minutes, February 18, 2010
- VIII. FY011 Budget 2<sup>nd</sup> Draft (3/18/10)
- IX. Board of Zoning Appeals Members and Terms
- X. Memorandum – Planning Commission Actions – March 2, 2010

**IN RE: CALL TO ORDER**

Mayor Heyner called the meeting to order at 7:40 p.m.

**IN RE: PLEDGE OF ALLEGIANCE**

Vice Mayor Mary Anne Graham led those present in the Pledge of Allegiance

## **IN RE: COMMUNITY POLICING**

Deputy Matt Bressler reported that during the past month there were 7 calls for service in town, 8 traffic incidents as well as 10 self-generated by deputies. In the Evening Star area, there were another 14 calls for service and 11 traffic incidents. At the Milligan's store in Round Hill there was several hundred dollars taken in cash from the store register by three young females during the daytime hours while the owner was purposefully distracted. Deputy Bressler also noted that there continued to be numerous vehicles at the property at 13 Cedar Street and they are deciding the best course of action to take. He has gotten the go ahead to put "Smart Trailers" to monitor speed levels at Western Loudoun and Evening Star locations so residents should be seeing their presence soon. He also noted the extensive graffiti on the tunnel and will investigate the best method for repainting the tunnel and hopes to get some action funds to do so. It was determined that this may be a project for the town cleanup day on May 1<sup>st</sup> that Kim Ramsey is coordinating. Expressed concerns about the deteriorating state of the Victorian house near the Methodist church but it has been determined that any action must be due to safety and health issues as no ordinances have been violated.

Captain Noble thanked the town for allowing their staff to make changes to their offices upstairs. A new sign and doorbell were installed, as well as a new door. The door required replacement after the break-in and burglary that took place on November 28, 2009. Captain Noble gave the town council an update on the case. He believes that the commonwealth is considering this to be a high priority case, something that warrants more than being pled out. The Grand Jury indicted the offender on every felony charge and he was also charged with several misdemeanors as well. Well over 35K in damages was done and the offender was on parole at the time so the sentence could be long one. He will keep the town updated.

## **IN RE: PUBLIC COMMENTS**

Town resident Margaret O'Brien issued a statement concerning the impact of business lighting on nearby residents and urged town council members to consider implementing a low-level lighting ordinance on current and future potential businesses. This matter was referred to the Planning Commission as a potential action item.

Clarkson Klipple thanked the town for turning off the fire alarms. Mayor Heyner suggested he thank the fire department personally as it was not an action taken by the town but was a matter addressed solely by the department itself.

## **IN RE: APPROVAL OF THE AGENDA**

Vice Mayor Mary Anne Graham motioned the agenda be approved as submitted with Councilperson Chris Prack seconding. Motion to approve agenda as presented was approved by voice vote of the council present 4-0-3, Councilpersons Botsch, Hummel and Ramsey absent for the vote.

## **IN RE: BUSINESS**

### *1. SPEX 2009-0034-Western Loudoun Sheriff Substation – Update*

Letter stating the Town's position is included in the packet as well as Chairman York's response. The Loudoun County Board of Supervisors approved the purchase of the property just to the west of town at a price almost double the assessed value prior to the public hearing on this special exception application for construction of a 16,000 sq. ft. building. This motion, made by Supervisor Burton and supported by Chairman York, provided for no contingency clauses which had at one time included town approval of this site. Mayor Heyner commented that the bond money used to purchase of this property doesn't necessarily mean approval of the substation, just that property will have to be used for only public safety purposes.

Water and sewer issues will be kept separate. Town Administrator John Barkley will check on the date of the public hearing. Mayor Heyner urged everyone concerned to speak at the public hearing but reminded the council to speak as individuals and not as a council member or representing the Town.

Councilperson Janet Heston encouraged people to contact their supervisor if they are concerned that the purchase price is in excess of the property's assessed value as it is taxpayers who are ultimately paying for it.

### *2. FY 2011 Draft Budget: General Fund Review to be presented*

Council met March 4<sup>th</sup> as a budget workshop to review the General Operating Fund Budget. The 2<sup>nd</sup> draft is included in the packet. Real Estate tax rate was shown at \$0.22 per hundred, a proposed 2 cent increase. The salary/benefit line item #32 was left unchanged. Funds were to be transferred to line item#46 – training for local officials. Councilperson Janet Heston expressed the concern that there would be new members to town positions who will need to take advantage of formal training. Vice Mayor Mary Anne Graham inquired as to whether there was a less expensive method to distribute the town newsletter and also requested that the door remain open to revisit the salary line item in the future.

## **IN RE: ACTION ITEMS**

### **1. Board of Zoning Appeals: Appointment of New Member and Re-Appointment of Two Current Members to Five Year Terms**

Councilperson Janet Heston moved that Jenny McMahon be appointed effective immediately to fill the vacant position with a term expiration date of April 30, 2010. Vice Mayor Mary Anne Graham seconded her motion. Motion to approve the appointment was approved by voice vote of the council present 4-0-3, Councilpersons Botsch, Hummel and Ramsey absent for the vote.

Vice Mayor Mary Anne Graham moved that the Town Council reappoint Marty O'Connor to a five year term; effective 4/11/2010-4/10/2015. Councilperson Janet Heston seconded the motion. The motion to approve the reappointment was approved by voice vote of the council present 4-0-3, Councilpersons Botsch, Hummel and Ramsey absent for the vote.

Councilperson Chris Prack moved that the Town reappoint Dave Underwood to serve another term effective 4/11/2010-4/10/2015. Councilperson Janet Heston

seconded the motion. The motion to approve the reappointment of Dave Underwood was approved by voice vote of the council present 4-0-3, Councilpersons Botsch, Hummel and Ramsey absent for the vote.

2. Schedule Joint Public Hearing: Proposed text amendment to Section 15.4 for appeals procedure merely to change appeal period language from 45 days to adhere to state of Virginia time period which is 30 days. Set for 7:30 p.m. April 20<sup>th</sup>.
3. Approval of Minutes February 18, 2010 Town Council Meeting  
Action on minutes was postponed until the April meeting, as there was not a quorum of members present this evening who had attended the February meeting.

IN RE: REPORTS:

1. Town Administrator Report:  
Written reports attached. Opened floor to questions. Councilperson Janet Heston inquired on contract negotiations with TMobile. Town Attorney has sent a draft for their review; Town has yet to receive a response.  
Councilperson Janet Heston inquired whether American Disposal was crediting the Town for the week in which they were unable to perform trash removal and also as to whether the state's office of Emergency Management would be granting Loudoun County any relief for snow removal.  
Administrator Barkley said American Disposal was crediting the Town and that the funding for emergency snow removal would eventually trickle down from the state to the towns...Round Hill has already given their estimated expenses to Loudoun County. She also commented on the question of whether the single pick-up of yard waste and regular trash is actually separated for recycling. Councilperson Prack inquired as to whether the town has received other bids from companies who were able to provide this service but was assured that no other companies were as competitive in their pricing.
2. Zoning Administrator Report:  
16 Bridge Street has a purchaser, getting survey done to determine property setbacks before deciding what to do with existing structure. Town Administrator John Barkley meeting to walk Locust Street next Tuesday at 8 a.m. regarding getting VDOT approval and all necessary permits to pursue sidewalk repair.
3. Mayor's Report: None
4. Utilities Operations, Public Facilities & Projects Committee  
Vice Mayor Graham reported that the committee did not meet in March, and the April meeting may also be cancelled. She expressed an interest in attending an upcoming conference on utility rate structure March 30<sup>th</sup> in Salem.

5. Administration & Communications Committee:  
Councilperson Janet Heston stated that the Town is currently investigating the ability for the Town to receive utility payments electronically.
6. Land Use Committee  
There was no meeting.

**IN RE: COUNCIL COMMENTS**

None

**ADJOURNMENT**

There being no further discussions, the session ended at 9:07 p.m.

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John W. Heyner, Mayor

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Susanne Kahler, Recording Secretary