

**ROUND HILL TOWN COUNCIL
REGULAR MEETING MINUTES
December 20, 2018**

A Regular Meeting of the Round Hill Town Council was held at the Town Office, 23 Main Street, Round Hill, Virginia, on Thursday, December 20, 2018, at 7:30 p.m.

Council Members Present

Scott T. Ramsey, Mayor
Mary Anne Graham, Vice-Mayor
Donald W. Allen
Melissa Hoffmann (arrived at 8:25 p.m.)
Michael B. Hummel
Frederick J. Lyne

Council Members Absent

Amy E. Evers

Staff Members Present

Melissa Hynes, Town Administrator, Town Planner/Zoning Administrator
Maureen Gilmore, Town Attorney

Others Present

Deputy Cornwall, Loudoun County Sheriff's Office
Keith Coddington
Casey Chapman
Clinton Chapman
Marie Schuller, Comcast Representative

IN RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Ramsey called the meeting to order at 7:31 p.m. Vice-Mayor Graham led those present in the Pledge of Allegiance.

IN RE: COMMUNITY POLICING

Deputy Ben Cornwall introduced himself, explaining that he was recently assigned, as a Resource Deputy, to western Loudoun County. Deputy Cornwall reported that Deputy LoPreto was not in attendance due to illness. Deputy Cornwall also reported that Deputy LoPreto will retire on February 1, 2019; this will leave Deputy Cornwall as the only Resource Deputy for a period of time. Deputy Cornwall noted that he left his business cards at the Town Office for anyone who may wish to have one.

Deputy Cornwall reported that the Sheriff's Office is still undertaking traffic monitoring on Main and Loudoun Streets, in response to concerns regarding speeding. In response to a question from Mayor Ramsey, Deputy Cornwall reported that no arrests have been made in the cases in which cars have been broken into, but that the investigation is ongoing. Deputy Cornwall stated that he will be happy to answer any questions; he noted that contacting him via e-mail is best, but that residents may call, as well. Deputy Cornwall, in response to a question from the Mayor, explained that, for a time, he will be the only Resource Deputy for western Loudoun County; staffing in the Sheriff's Department is low, and they are awaiting the graduation of a large class of deputies to help increase staffing to needed levels. It is likely an additional officer will not be assigned to western Loudoun until that class graduates and joins the department.

Vice-Mayor Graham welcomed Deputy Cornwall. Council thanked the Deputy for his report.

IN RE: ROLL CALL

Mayor Ramsey stated that, with Councilpersons Hummel, Allen and Lyne, and Vice-Mayor Graham, present, in addition to himself, a quorum was established. Mayor Ramsey noted that Councilpersons Evers and Hoffmann were absent. (Councilperson Hoffmann arrived later in the meeting.)

IN RE: PUBLIC COMMENT

There was no Public Comment.

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

Vice-Mayor Graham moved **that the Agenda be adopted**; Councilperson Lyne seconded the motion. Town Administrator Hynes requested that *Business Item #1 – Presentation by Casey Chapman* be deferred until the January 3, 2019 meeting. Councilperson Hummel requested that the *Planning Commission Report* be deleted. Both Vice-Mayor Graham and Councilperson Lyne agreed to these changes. A vote was then held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

IN RE: APPROVAL OF MINUTES

There were no minutes presented for approval.

Vice-Mayor Graham asked if notification was provided regarding the cancellation of the November 15, 2018 meeting, so that citizens would not look for minutes from that meeting;

Town Administrator Hynes stated that the notification was placed on the Town's website, and that the information was included on the Agenda for this evening's meeting.

IN RE: BUSINESS ITEMS

1. Round Hill to Purcellville Bike Trail & Loudoun Emerald Ribbons

Mayor Ramsey presented this item, noting that information regarding both programs was included in Council packets. Mayor Ramsey stated that this is for informational purposes, so that Council is aware of discussions occurring on the County level. Mayor Ramsey explained that the *Loudoun County Preservation and Conservation Coalition*, which is made up of multiple county-wide organizations, has undertaken the *Loudoun's Emerald Ribbons* project – a large project whose aim is to create a network of linear trails and protected parklands along streambeds throughout the county. Mayor Ramsey noted that this project is at the concept stage at present, with the goals of including it in the Loudoun Master Plan and creating a plan-of-action to be pursued. Mayor Ramsey further noted that these types of trails have not been addressed in any substantive way in the current update of the Loudoun County Comprehensive Plan; these efforts are being undertaken to encourage a Board-member initiative, to "put it back near the top of the Board agenda." If the group is successful in placing this program as a Board-member initiative, it may then go to the towns to request an endorsement of the Board-member initiative. Mayor Ramsey stated that the second item included in this Business Item is the *Round Hill to Purcellville Loop Trail*. This proposal is being sponsored by *Bike Loudoun*, which is pursuing its own efforts to improve bike trails throughout the County. This effort is aimed at creating a signed, marked loop trail between the two communities. Mayor Ramsey noted that several portions of this proposed trail are already in place; he also noted that construction of the Main Street Enhancement Project will serve to address construction of portions of the trail located in Round Hill. Mayor Ramsey explained that feedback regarding this effort is being sought. In response to a question from Councilperson Lyne, Mayor Ramsey explained that the portion of the bike trail which aligns with the proposed Franklin Park Trail links Franklin Park with the Town of Purcellville, and will provide trails which will allow riders to avoid cycling on Business Route 7.

2. Draft 2019 Town Council Meeting Calendar

Town Administrator Hynes provided a list of scheduled meeting dates for 2019 for Council review. Ms. Hynes noted that July 4th falls on a regularly scheduled Town Council meeting date; she recommended that both July meetings be moved forward one week, which would allow for meetings on July 11th and July 25th. This schedule would also move the first meeting in August to August 8th. Mayor Ramsey noted that Council Members may review this schedule, to determine if conflicts exist; the schedule could then be adopted at the first meeting in January. Mr. Ramsey also suggested that the August dates (August 8th and August 22nd) remain on the master calendar; Council may decide to cancel one or both August meetings in July, as has been the custom. It was noted that the September dates would return to the usual first and third Thursdays.

There was brief discussion of instituting the option for Council Members to call-in to meetings, if he or she is unable to attend the meeting in person.

Councilperson Allen then made a motion **that Council adopt the calendar for 2019, with the amended dates;** Vice-Mayor Graham seconded the motion. Mayor Ramsey clarified that the amended dates are July 11th and 25th, and August 8th and 22nd. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

3. Draft 2019 Town Council Budget Schedule

Town Administrator Hynes presented this item, explaining that the Budget Schedule will be adopted in January, and that the start date included in this draft schedule is a month earlier than last year. It was noted that April 1, 2019 is the deadline for submission of the Town's tax rates to the County. Mayor Ramsey explained that the Council can craft the budget based upon tax rates set earlier in the budget discussions, so that the County's deadline can be met. Town Administrator Hynes stated that she will work with Town Attorney Gilmore to ensure that the Town meets all requirements. Town Administrator Hynes also noted that, in ensuing years budget discussions can begin earlier, to ensure that the Town adheres to the April 1st County deadline. Discussion ensued regarding holding budget discussions on regular Council meeting dates, rather than holding special work sessions; it was the consensus of the Council to do so.

IN RE: ACTION ITEMS

1. Reappointment of Planning Commissioner Stephan Evers

Town Administrator Hynes noted that Commission Member Evers was a key player in the update of the Town's Comprehensive Plan, helped write ZOAM 2017-02 which included amendments to daycare and temporary medical structures, and assisted this year with ZOAM-2018-01 dealing with accessory apartments and guest lodging. Ms. Hynes stated that Mr. Evers has been a great asset to the Planning Commission. Councilperson Hummel then moved **that the Town Council reappoint Stephan Evers to the Planning Commission, for a term ending December 31, 2022;** Vice-Mayor Graham seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

2. Appointment of Board of Zoning Appeals Planning Commission Representative Beth Caseman

Town Administrator Hynes explained that Commission Member Caseman replaced former Commission Member Jean Daly on the Planning Commission; Ms. Daly left in June. Councilperson Hummel further explained that it is required that a Planning Commission member serve as a member of the Board of Zoning Appeals, and that, with Ms. Caseman's background in law, this will be a good addition to the BZA. Councilperson Hummel then moved **that the Town Council appoint Beth Caseman to the Board of Zoning Appeals, with a term limit tied to her term limit on the Planning Commission, unless otherwise decided by the Town Council at a later date;** Vice-Mayor Graham seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

3. Comcast Franchise Memorandum of Understanding (MOU)

Town Attorney Gilmore introduced Comcast Representative Marie Schuller, and noted that she and Ms. Schuller have exchanged drafts of the Memorandum of Understanding. Ms. Gilmore explained that she requested specific provisions in the MOU pertaining to customer service, including a twenty-four-hour toll-free telephone number for customer use, and establishment of a time-frame for handling customer complaints. Town Attorney Gilmore noted that Comcast rejected these suggestions, and stated that inclusion of those types of provisions would require negotiation of a new franchise cable agreement.

Ms. Schuller then stated that she has been working with the Town, since approximately 2013, trying to have a new franchise agreement signed; however, this was unsuccessful. In the absence of a new franchise agreement, Comcast created the Memorandum of Understanding, which strictly gives Comcast the authority to provide video service to

Town residents; a document stating this is required by the Federal Communications Commission. Ms. Schuller stated that the Town may, at any time, negotiate a new franchise agreement with Comcast. However, Ms. Schuller noted, negotiated terms, beyond those required on a state or federal level, are not appropriate in an MOU. Ms. Schuller stated that she was surprised to learn that there were service-related complaints, and asked that she be notified of any of these concerns.

Discussion ensued regarding the original franchise agreement, which was with Adelphia; it was noted that Adelphia was later acquired by Comcast. There was also discussion of issues surrounding the negotiation of a new franchise agreement, begun in 2013; Town Attorney Gilmore explained that, in 2019, the County will begin new negotiations at which they will represent the towns, if the towns so desire. Mayor Ramsey asked what the consequences would be, if an agreement or MOU is not signed; Ms. Schuller explained that, at some point, the FCC could become involved and require some transactions to take place, additionally Comcast could require that a franchise agreement be negotiated. In response to a question from Council, Town Attorney Gilmore noted that a downside to negotiation of a franchise agreement is the amount of time it could take to do so. Following further discussion, Mayor Ramsey requested that a Memorandum of Understanding, to cover only required items, be negotiated, with a recommendation to Council as to how to move forward provided; this is to be presented at the January 3, 2019 meeting. Additionally, at that meeting, Staff is to provide to Council a status report on negotiations between the County and cable service providers, as well as a recommendation regarding Round Hill's participation. Mayor Ramsey requested a copy of the original franchise agreement, which Ms. Schuller will provide.

Ms. Schuller thanked the Council, and Council thanked Ms. Schuller for her input.

4. Resolution 2018-11 – Rockwool Manufacturing Facility

Vice-Mayor Graham presented this item, referencing the individuals who spoke on the topic of the construction of the Rockwool facility in neighboring Jefferson County, West Virginia at a recent Town Council meeting. At that meeting, it was decided that Council would not address the issue, pending possible action on it by Loudoun County. As no action has, as yet, been taken, Vice-Mayor Graham asked to bring the matter to the Council this evening. Ms. Graham stated that she based the resolution being presented to the Town Council this evening on a resolution adopted by the Town of Hillsboro. Discussion ensued regarding the history of this project, and legal action taken by the group *Jefferson County Vision* to try to stop construction. It was noted that Middleburg, Hillsboro and Hamilton have all adopted resolutions similar to that presented to the Town Council tonight. Mayor Ramsey noted that COLT (Coalition of Loudoun Towns) has not addressed this issue, to-date, but may do so following action by the individual towns. Mr. Ramsey also reported that Loudoun County has not officially opposed the construction of the facility, but has requested that an air quality monitoring station be installed at the site. Following this discussion, Vice-Mayor Graham made a motion **that**

the Town Council adopt Resolution 2018-11, which reads, in part, "THEREFORE, BE IT RESOLVED by the Round Hill Town Council that the Town requests the governor and attorney general of the Commonwealth of Virginia, the Loudoun County Board of Supervisors, and the Town's state and federal legislative representatives to take any and all legal action to bring an immediate halt to the construction of the Rockwool facility until a more comprehensive study of the impact on Virginia has been completed, including a designated geographic impact zone for air quality, drink and ground water sources;" Councilperson Lyne seconded the motion. Councilperson Hummel noted that he would vote against the resolution, as there are statements contained in the document for which, he believes, the Town Council does not have a factual basis. Mr. Hummel continued by noting that he could support a resolution which calls for air monitoring stations, and other such measures, to ensure the plant operates as safely as possible; however, he noted, if a business has a legal right to construct a facility, he does not believe the Town Council has the right to recommend legal action against the business. Discussion ensued regarding the issues raised by Councilperson Hummel.

Mayor Ramsey raised a point-of-order, asking Ms. Hoffmann if she has been sworn-in; Ms. Hoffmann stated that she has not. Mayor Ramsey noted that Ms. Hoffmann may participate in discussion, but may not vote.

There was additional discussion of the motion, following which it was decided to table the item; Vice-Mayor Graham and Councilperson Lyne agreed to this action. Vice-Mayor Graham and Councilperson Hummel will work to write an alternate resolution. Councilperson Hummel then moved to **postpone the pending motion until the next regular meeting of the Round Hill Town Council**; Councilperson Allen seconded the motion. A vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

5. New Town Website

Town Administrator Hynes presented this item, explaining changes to the system made by CivicPlus, and noting that the company has offered the Town a lower cost than that originally provided. Ms. Hynes stated that she is asking that the Council authorize her to execute the contract, and noted that the system should be up-and-running within three to four months. Discussion ensued regarding the system and the capabilities it will provide, including posting audio of meetings on-line. It was noted that posting video on-line

requires the inclusion of closed-captioning, which is quite expensive. Town Administrator Hynes noted that additional capabilities exist which may be added to the system in the future. In response to a question from Mayor Ramsey, Town Administrator Hynes clarified that the initial cost for the system will be \$5,500.00 plus the annual service fee of \$2,000.00; each year following will see a cost of \$2,000.00 for the annual service fee only. Following this discussion, Councilperson Lyne moved **that the Town Council authorize the Town Administrator to enter into a contract, not to exceed \$8,500.00, with CivicPlus for the new Town website, and, in addition, to sign a maintenance agreement, not to exceed \$2,500.00 per year.** Vice-Mayor Graham seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

6. 2019 Legislative Agenda & Positions Statement

Town Administrator Hynes presented this item, noting that she would like to institute the Town's adoption of its own Legislative Agenda on a yearly basis. Ms. Hynes explained that the Virginia Municipal League compiles a legislative agenda on a yearly basis, and that municipalities in the state may craft their own documents using this agenda as a guide. Discussion ensued regarding the document before Council this evening, with it being noted that its sources were both the VML document and the document created by the Town of Leesburg; there was also discussion of the possibility of Round Hill crafting its own Legislative Agenda. As this is a time-sensitive item, it was decided by Council to adopt a blanket resolution in support of the VML resolution. Vice-Mayor Graham then made a motion **that the Town Council adopt and support the VML 2019 Legislative Program;** Councilperson Allen seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

IN RE: DEPARTMENTAL REPORTS

1. Town Administrator, Town Planner/Zoning Administrator Report

Town Administrator Hynes stated that these two reports have been combined; additionally, a report from Town Engineer Lane has been included in Council packets.

The following items were discussed:

- That the Christmas lights in the Town Park were not working properly again; with Town Administrator Hynes noting that recent rain affected the lights.
- A follow-up with Patriot, regarding the co-mingling of trash and recycling. Town Administrator Hynes stated that she has spoken with a representative of Patriot regarding the Town's concerns; additionally, Ms. Hynes noted that she has received several anecdotal reports of this occurring throughout the Town's collection area. It was decided that Ms. Hynes and Town Attorney Gilmore will work together to write a letter to Patriot, requesting information on how these collections are being handled. Councilpersons Hummel and Hoffmann will work to obtain additional information about issues surrounding the collection and disposal of recyclables in the area.
- The possibility of placing a banner in Round Hill, to recognize teams from Woodgrove High School which have won championships during the school year. The hope is to do this on a yearly basis. Councilperson Lyne will send a list of championship winning teams from the school to the Town Administrator. A temporary banner will be erected this year, in recognition of all championship winning teams from Woodgrove.

2. Mayor's Report

Mayor Ramsey reported on the following:

- Interviews for candidates for the vacant Town Treasurer position have been completed. Results of those interviews will be discussed at this evening's Executive Session.
- RHI is disputing the payment of tap availability fees, and refuses to make future payments. Mayor Ramsey requested that Brookfield Homes be notified of this development. Mr. Ramsey also reported that RHI wants to immediately go to mediation. Mayor Ramsey, Town Administrator Hynes and Town Attorney Gilmore will work toward a resolution of this issue. It was noted that the fees in question are due January 15, 2019.
- That he will work on the Water Rate Study; it is not expected that rates will rise.
- That he attended a recent COLT meeting, at which the "Envision Loudoun" comprehensive plan update was discussed. Mayor Ramsey stated that the next step will be to take the group's concerns to the Board of Supervisors. COLT opposes the expansion and up-zoning of the Transition Policy Area, and supports the transfer of development rights. Mayor Ramsey also reported that COLT is very supportive of the proposed Urban Policy Areas.

IN RE: COUNCIL COMMENTS

Councilperson Hummel wished everyone a Merry Christmas.

Councilperson Allen asked if the gathering for Town officials and Town Staff is still on the schedule for tomorrow. It was noted that it is, and is to begin at 2:00 p.m. Mayor Ramsey reminded Council Members that, if three or more Council Members are in attendance at one time, Town business may not be discussed.

Vice-Mayor Graham reported that there have been no utility complaints since July.

Mayor Ramsey wished everyone a Merry Christmas.

IN RE: EXECUTIVE SESSION

Vice-Mayor Graham moved **that the Round Hill Town Council recess its open meeting and convene a closed session to discuss personnel matters, particularly appointment of a Town Treasurer, as authorized by Code of Virginia of 1950, as amended, §2.2-3711(A)(1), with the Town Attorney, Town Administrator, and Town Council Member-elect Melissa Hoffmann invited to attend;** Councilperson Hummel seconded the motion. There was no discussion of the motion. A voice vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

Mayor Ramsey declared that the Town Council is now in Executive Session, and called for a recess at 9:34 p.m.

IN RE: ADJOURN CLOSED SESSION AND RECONVENE OPEN MEETING

Vice-Mayor Graham moved **that the Round Hill Town Council adjourn its Closed Session and reconvene its open meeting;** Councilperson Lyne seconded the motion. There was no discussion. A voice vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

Mayor Ramsey stated that the Town Council is now in Open Session

IN RE: CERTIFICATION OF CLOSED SESSION

Vice-Mayor Graham moved that the Round Hill town Council certify that, while in Closed Session, the Round Hill Town Council discussed the appointment of the Treasurer, and also discussed litigation regarding a utility matter, as contained in the motion by which the Town Council convened its Closed Session, and which were lawfully exempt from open meeting requirements; Councilperson Lyne seconded the motion. There was no discussion. A voice vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye
Frederick J. Lyne	Aye

IN RE: ADDITIONAL COUNCIL BUSINESS

Councilperson Allen made a motion that the Town Council approve Resolution 2018-11, Appointment of the Town Treasurer, pursuant to the Round Hill Town Charter:

WHEREAS, the Round Hill Town Charter provides that the Town shall have a Treasurer as an officer of the Town, and;

WHEREAS, the Round Hill Town Charter, Section Ten, provides that the Round Hill Town Council shall elect a Town Treasurer, and;

WHEREAS, the Town has conducted a search for a permanent Treasurer, and has selected a candidate who was best qualified for this position;

NOW, THEREFORE BE IT RESOLVED that the Round Hill Town Council hereby appoints Suzanne Holland as the Town Treasurer, effective January 7, 2019.

Vice-Mayor Graham seconded the motion. There was no discussion of the motion. A voice vote was held; the motion was approved 4-0, with Councilperson Evers absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Aye
Donald W. Allen	Aye
Mary Anne Graham	Aye
Amy E. Evers	Absent
Frederick J. Lyne	Aye

Mayor Ramsey reported that the public hearing for the special exception application for the Southern Water Tank was held by the County Planning Commission; at that hearing the Planning Commission voted to approve the special exception, but added a condition that well-head

protection monitoring be provided. Loudoun County staff drafted a more detailed document outlining the additional condition, to be included in the packet presented to the Board of Supervisors for its public hearing. Town Attorney Gilmore reported on talks she and the Assistant County Attorney held, at which changes were made to the document; these changes provided for improvements to the document. The well-head monitoring requested will take place at four adjacent properties, and may be conducted by a geologist and/or a certified engineer. Finally, Town Attorney Gilmore explained, a specific duration for monitoring (six months) was included in the document. Town Attorney Gilmore noted that the Town Administrator received the document this morning; the document was to be included in Board of Supervisor packets to be distributed this afternoon, thus requiring a very quick turn-around by Town Staff and the Town Engineer. Ms. Gilmore reported that the zoning category allows for installation of telecommunications antennas and monopoles, by-right. Mayor Ramsey asked if Town Staff is fully satisfied with the wording of the condition, and if further feedback from the public is expected at the Board of Supervisors public hearing; Town Attorney Gilmore stated her belief that the document, as presented, satisfies the Town's concerns. Mayor Ramsey stated that the document, as written, allows for the Town's engineer to determine if there will be an impact from construction of the tower, and allows for the Town's engineer to determine any mitigation which may be needed. Town Attorney Gilmore stated that she was asked for a potential start-date for construction of the tower; Mayor Ramsey stated that construction will begin on the tower when there is more build-out in that area. Town Attorney Gilmore reported that there is a time limit, from the granting of the special exception to when construction on the tower must begin; an extension may be requested. Mayor Ramsey noted that construction of the tank will be factored into the upcoming Water Rate Study.

IN RE: MEETING ADJOURNMENT

The meeting was adjourned by Mayor Ramsey at 10:41 p.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

Debra McDonald, Recording Secretary