

**ROUND HILL TOWN COUNCIL
REGULAR MEETING MINUTES
May 18, 2017**

The Regular Meeting of the Round Hill Town Council was held at the Town Office, 23 Main Street, Round Hill, Virginia, on Thursday, May 18, 2017, at 7:30 p.m.

Council Members Present

Scott T. Ramsey, Mayor
Janet L. Heston
Michael Hummel
Frederick J. Lyne
Michael K. Minshall
Christopher J. Prack

Council Members Absent

Mary Anne Graham, Vice-Mayor

Staff Members Present

Buster Nicholson, Town Administrator
Melissa Hynes, Town Planner/Zoning Administrator
Kimberly McGaha, Town Clerk

Others Present

Maureen Gilmore, Town Attorney
Jason Brownell
Leah Enright
Clinton Chapman
David Hornbaker

IN RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Ramsey called the meeting to order at 7:32 p.m. Councilperson Heston led those present in the Pledge of Allegiance.

IN RE: ROLL CALL

Mayor Ramsey stated that, with only Vice-Mayor Graham absent, and all other Council Members and himself in attendance, a quorum is present.

IN RE: COMMUNITY POLICING

There was no Community Policing report.

IN RE: PUBLIC COMMENT

Mayor Ramsey opened the meeting to public comment, with Councilperson Hummel noting that two attendees have signed up to speak. Mr. Jason Brownell, of 36286 Osburn Road, Purcellville, Virginia, then addressed the Council. Mr. Brownell explained that he is building the HeroHome located near the old elementary school on High Street. Mr. Brownell further explained that the HeroHome program is staffed by volunteers, and that they are based and build in this and nearby communities. Mr. Brownell asked if the Council would be willing to consider a discount, or a waiver, of the sewer tap fee for the home. Mr. Brownell provided information regarding the family who will be moving into the home (the Davenports), and stated that it is hoped the family will move into the house early in the fall. Mr. Brownell provided the names of other individuals/groups who are assisting in this project. Mayor Ramsey requested that this issue be added to the Agenda for this evening's meeting. Councilperson Heston asked when the discount/waiver would be needed; Mr. Brownell stated that it is expected that phase of construction will occur in six to eight weeks' time. Mr. Brownell also noted that Mr. Davenport will attend the next Council Meeting. Council thanked Mr. Brownell for his presentation, and Mr. Brownell thanked Council, as well.

Ms. Leah Enright, of 1 West Loudoun Street, Round Hill, then spoke. Ms. Enright explained that she has opened a hair salon on the second story of the Patterson Building, and stated that she would encourage others to consider opening a business there. Ms. Enright explained that she is addressing the Council this evening regarding parking concerns at the Patterson Building, including concerns regarding the inadequacy of parking should another business open at the site. Ms. Enright explained that Tammy's Diner, across Main Street from her place of business, has only three parking spaces, and that patrons of the Diner sometimes park in the lot adjacent to her business; frequently, she noted, her customers cannot find a place to park. Ms. Enright explained that she is looking for a solution to this situation. Ms. Enright explained that she posted a reminder regarding parking, which was polite, but received "push back" regarding that action. Ms. Enright explained that she is the only stylist in her salon; therefore, only three parking spaces are required. Mayor Ramsey asked Ms. Enright if she would work with the building owner, to erect signs specific to her business; Ms. Enright stated that she would do so. Town Planner/Zoning Administrator Hynes provided additional information regarding parking in that area, noting that the Town currently has no additional land available for parking. It was noted that, in the future, parking spaces at the post office building and/or the volunteer fire department building may become available for public parking. Mayor Ramsey reiterated that Ms. Enright may wish to begin by working with her landlord on this issue; Mr. Ramsey also told Ms. Enright that Council appreciates her insight.

Mr. Clinton Chapman, of Stoneleigh, Round Hill, Virginia, then spoke regarding the minutes of the March 2, 2017 meeting of the Town Council. Mr. Chapman referenced page eighteen, in the section entitled "Additional Town Council Business," regarding Mr. Jeff Lawrence's conversations with both a representative of the County, and the Town Attorney and Town Staff. Mr. Chapman

noted that these conversations seemed, to him, to be mischaracterized in the minutes. First, Mr. Chapman stated that the minutes made it appear as though Mr. Lawrence's meeting was with a lower-level County employee; however, the meeting was with the second-in-charge employee in the Proffer Division. Mr. Chapman explained that this County representative had discussed the proffers for the twelve-acre Eastern Commercial District with Town Staff, and that the employee was first-in-charge when that conversation took place. Mr. Chapman stated that his group sought out someone with knowledge and someone who was in charge, when engaging with the County regarding the parcel. Mr. Chapman also took issue with the last four sentences contained on this page. It was noted that the conversation recorded in the minutes took place after a closed session portion of the Council meeting, and that Mr. Chapman was not present. The four sentences in question discussed the possibility that the Round Hill Partners Group was trying to "flip" the Eastern Commercial District property; Mr. Chapman stated that his group has no desire to flip the property, but rather, is interested in developing the property. Mayor Ramsey stated that he did not recall the substance of the conversation as recorded in the minutes, and would like to review the audio recording of that meeting prior to responding to Mr. Chapman's concerns. Mr. Ramsey also noted that the audio recording of the meeting is available for public review. Finally, Mayor Ramsey stated that the information regarding Mr. Lawrence's conversation with the County employee was not available to Council at that time, therefore, he was uncertain that reflects an error in the minutes; however, the information has now been made known, and will be reflected in the minutes of this meeting.

There was no further Public Comment.

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

Councilperson Lyne moved **that the Town Council adopt the Agenda with the following changes: add the HeroHome Discussion to the Business Items portion of the meeting, as Item #4; and, add discussion of Sleeter Lake Park Contract Approval, also to the Business Items portion of the meeting,** Mayor Ramsey noted that, as the discussion of the Sleeter Lake Contract relates to a contract negotiation, it can be done in a closed session, and asked if Council would prefer to hold this discussion in an open or a closed session; Council decided to hold the discussion in the open session portion of the meeting. Mayor Ramsey stated that this will be discussed as Business Item #5. Councilperson Heston, in her second of the motion, requested that approval of the March 2, 2017 minutes be tabled, pending review; Councilperson Lyne accepted this amendment to his motion. Mayor Ramsey requested that an Executive Session be added at the end of the meeting to discuss personnel issues; Mr. Lyne accepted this amendment, as well. Town Planner/Zoning Administrator Hynes explained that *Action Item #1, MOU Sleeter Lake Park*, will be removed from the Agenda, as it is still with the County and is not yet in final form; it was also noted that this issue is not time-sensitive. Councilperson Lyne, who made the motion, and Councilperson Heston, the second, agreed to this change. There were no further amendments to the Agenda. A vote was then held; the motion was approved 5-0, with Vice-Mayor Graham absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael K. Minshall	Aye
Janet L. Heston	Aye
Michael Hummel	Aye
Mary Anne Graham	Absent
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

IN RE: APPROVAL OF MINUTES

a. March 2, 2017 Town Council Work Session Minutes

This item was tabled, pending review.

b. March 21, 2017 Regular Town Council Minutes

Councilperson Hummel noted that, beginning on page three, in the last paragraph, in the section entitled "Public Comment," there were several references to a *tree-safe* area; the correct terminology is *tree-save*. Councilperson Heston then made a motion **that the minutes of the Round Hill Town Council Executive Session and March 21, 2017 Meeting be accepted, as corrected**; Councilperson Hummel seconded the motion. There was no further discussion of the motion. A vote was held; the motion was approved 4-0-1, with Councilperson Prack abstaining and Vice-Mayor Graham absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael K. Minshall	Aye
Janet L. Heston	Aye
Michael Hummel	Aye
Mary Anne Graham	Absent
Christopher J. Prack	Abstain
Frederick J. Lyne	Aye

IN RE: APPROVAL OF THE CONSENT AGENDA

There were no Consent Agenda items.

IN RE: BUSINESS ITEMS

1. Eminent Domain

Town Attorney Gilmore presented this item, with it being noted that a memorandum provided by Ms. Gilmore was included in Council Members' packets. Ms. Gilmore stated that this is being discussed in order to provide a "refresher" to the Council, as the Town has been asked by the County to assist with some of the acquisitions for the Franklin Park Trail. It was reported that a list of these properties will not be available until May 31, 2017, and that there are still eight or nine properties for which easements are required. It was also reported that, for the Main Street Enhancement Project, two easements are yet to be acquired; one of these is the Loudoun Community Church, and one is the Patterson

Building. Town Administrator Nicholson explained that the church is cooperating with the Town, but has encountered difficulties related to the title for the property. Councilperson Hummel asked how, under Eminent Domain, a clear title is recorded. Town Attorney Gilmore explained this process, and noted that it usually applies to churches, as well; however, it does not in the case of the church on East Loudoun Street. Ms. Gilmore also noted that a title search for the church property has been conducted. Town Attorney Gilmore explained that there are two owners of the property at 1 West Loudoun Street, and there has been difficulty in tracking down one of those owners; as the owners are incorporated as an LLC, both must sign the easement. Town Attorney Gilmore noted that the Town may assist with obtaining an easement for another property owned by the same members of this LLC, and asked if easements for both properties should be pursued at the same time; Mayor Ramsey stated that it is preferable that an agreement be reached which covers both properties. Councilperson Lyne asked if this will delay work on the Main Street Enhancement Project; Mayor Ramsey provided reasons to support waiting until all easement acquisition has been completed, prior to proceeding on that project. It was noted that there is no tax debt on the 1 West Loudoun Street property, but there are lenders which have changed since the beginning of these negotiations. Councilperson Prack asked how the value of the property would be determined, if court action is required to obtain the easement. Town Attorney Gilmore explained that Stantec has conducted a VAR, a valuation method used by VDOT, which is like a mini-appraisal, and is based upon by the number of feet of the property being taken. Councilperson Prack asked if it would be possible to obtain a preliminary estimate of this cost; Town Attorney Gilmore stated that that information has been provided to the Town. Councilperson Hummel noted that the property owner has a right to bring in his/her own appraiser. Mayor Ramsey stated that the Town will offer the fair market value, if a Certificate of Take is filed; if the property owner challenges the amount offered, he/she must convince a judge that a higher compensation amount is warranted. It was noted that, at this time, an offer has been made for the property, with a deadline set for signing the easement. If the offer is not agreed to, or the deadline passes, the Town will seek assistance from the court. Town Attorney Gilmore explained that, if the easement is not agreed to by the deadline set, a Public Hearing will be held by the Town Council regarding the properties, and the Council will consider if it wishes to initiate condemnation on the properties; if the Town Council authorizes condemnation, the Town Attorney will include that authorization with other pertinent documents and file a petition with the court. Further, Ms. Gilmore explained, if a quick take is done, the money for the property will be deposited with the court on the day on which the filing takes place; after twenty-one days, with proof of ownership, the owner of the property may obtain that money. Ms. Gilmore also explained the procedure to be followed if the property owner challenges the valuation. Councilperson Prack expressed his belief that the property owners have been provided ample opportunity to respond to the Town's requests, and that the necessary steps should be taken to ensure that the Main Street Enhancement/Franklin Park Trail Project goes forward. Town Attorney Gilmore stated that the positive response to this project is a testament to the residents of Main Street, with Mayor Ramsey noting that, except for this one property, the Town has reached voluntary

agreement with all the property owners on Main Street. Town Attorney Gilmore asked Council if it is comfortable with this process, and repeated the timeline for action on the issue, as requested by the Mayor. The timeline is as follows: the final offer package will be sent to the church next week; the information package for 1 West Loudoun Street will be held until related information is received from the County; at the Town Council Meeting to be held on June 15, the Council will authorize a Public Hearing to be held on July 6, 2017; following the Public Hearing, votes will be held to adopt separate resolutions for each property; and, Town Attorney Gilmore will file the week of July 10 through 14, 2017. Town Attorney Gilmore assured Council Members that she will keep them apprised of any problems which may occur. Councilperson Prack asked if the offer for the 1 West Loudoun Street property is still open and active; Mayor Ramsey stated that it is still open and active, but as a contingent offer upon reaching agreement with the County. Discussion ensued regarding the Town's ability to negotiate up until the time of trial, if legal recourse is taken to obtain the easement at 1 West Loudoun Street.

2. Boundary Line Adjustment

Mayor Ramsey reported that he has gathered all background data needed, and has provided his report to Town Staff; their comments will be incorporated, after which the report will be presented to the Council. Mr. Ramsey stated that he would like to review this topic at the next Town Council Work Session. Mayor Ramsey explained that the report defines twelve study areas, similar to those included in the Comprehensive Plan, and provides the financial impacts related to bringing each study area into the Town's limits. Impacts on infrastructure are also presented in the report. Mayor Ramsey explained that the draft study will be reviewed by the Council, after which it will decide if the public process should go forward.

3. Transient Occupancy Tax and Meals Tax

Town Planner/Zoning Administrator Hynes introduced this item, explaining that the memorandum referenced by Mayor Ramsey, and included in Council Members' packets, provides information on how other municipalities structure these taxes. Ms. Hynes noted that she understood the Council was interested in instituting these taxes, but that she was uncertain what rate the Town may wish to set. Town Planner/Zoning Administrator Hynes has asked Town Attorney Gilmore to present pertinent information regarding the adoption of these taxes. Town Attorney Gilmore explained that, if the Council is interested in initiating a Transient Occupancy Tax, it could do so by adopting an ordinance, with the rate included in the public hearing notice. Ms. Gilmore also noted that the ordinance could be advertised, including the rate; however, imposition of the tax could be delayed. Town Attorney Gilmore explained that the Planning Commission has been working on Text Amendments for Short-Term Rentals; this tax, in accordance with State law, may be imposed on those types of rentals. These short-term residential rentals are web-based rentals, such as Airbnb; the Town Attorney suggested that the Council may want to have in place a Transient Occupancy Tax, prior to the growth of such rentals in the area. Finally, Ms. Gilmore explained, the ordinance could be advertised with no rate set; an example of

this, as practiced in County Sewer Tax Districts, was provided. If no rate is set initially, and the Town decides to institute this tax at a later time, an additional Public Hearing for adoption of the rate would be required. Town Attorney Gilmore noted that "abatement" is referenced in Town Planner/Zoning Administrator Hynes' memo; this option could be considered by the Town, but would create much extra work. Town Attorney Gilmore explained that these taxes would be collected by the operators of the rental properties/food establishments; the Town may choose to provide a discount to those operators who meet all requirements. Ms. Gilmore explained that the same alternatives apply to the Meals Tax, and noted that a Meals Tax is easy to collect; it was stated that a business may be closed if this tax is not paid. Town Planner/Zoning Administrator Hynes asked how revenue from one of these taxes may be earmarked. Town Attorney Gilmore explained that, unlike counties, towns do not have to specify for what use the tax will be applied. In response to a question from Councilperson Hummel, it was noted that these taxes remain in the municipality, with no percentage going to the County. Additionally, the County may not impose these taxes inside the Town's limits. Mayor Ramsey explained that Town Staff is looking to the Council to set the policy and provide direction regarding these taxes. Discussion ensued regarding the deadline for holding a Public Hearing, if it is decided to enact these taxes for the upcoming fiscal year. In response to a question from Councilperson Heston, Mayor Ramsey stated that a Meals Tax may be enacted, with the Town choosing not to collect. Town Attorney Gilmore explained how a meals tax relates to Short-Term Rentals, as those establishments may provide wine and other beverages, and perhaps food items, for which this tax may be collected. Councilperson Lyne stated that this likely would not be a large line item in the budget, which Mayor Ramsey stated is correct. Councilperson Heston suggested that this be considered, but not imposed at this time. Mayor Ramsey asked Council Members how they would like to proceed. Councilperson Heston asked to clarify that the ordinance may be adopted without a rate being set; Town Attorney Gilmore stated that that is correct. Town Planner/Zoning Administrator Hynes asked how she should explain this to prospective business owners; Mayor Ramsey explained that she should inform them that a Meals Tax is on the books, but is not currently being collected. It was noted that the tax rate could be any amount of the Town's choosing. It was the consensus of the Council to adopt the Ordinance without setting a rate; Mayor Ramsey instructed Staff to prepare the Ordinance in this manner, with a note attached which states that "the rate is to be set by the Council."

4. HeroHomes Sewer Tap Request

Mayor Ramsey presented this item, which was added to the Agenda following a request made by Mr. Brownell during the Public Comment portion of this evening's meeting. Mayor Ramsey explained that the utility system must charge for the tap, however, the Council may choose to make a donation from the General Fund toward this request. There was brief discussion of the costs related to the tap, and associated fees. In response to a question from Councilperson Lyne regarding how the awarding of a HeroHome is structured, Councilperson Hummel explained that Mr. Davenport will own the home outright, and has secured a loan for \$250,000.00 to cover costs, such as a tap fee. Mr.

Hummel also noted that Mr. Brownell's description of Mr. Davenport's character was correct, and that Mr. Davenport will be an asset to the Town. Councilperson Lyne expressed concern regarding setting a precedent for this type of donation. It was noted that, rather than providing the donation to the homeowner, the donation could be made to HeroHomes, which could then disburse the funds to the homeowner. Councilperson Heston also expressed concern regarding setting a precedent. Council determined that this issue need not be decided this evening. Mayor Ramsey noted that there are others living in the community who struggle to pay their utility bills. Council Members were encouraged to seek citizen input on this issue, with Mayor Ramsey reminding Council to be certain how they wish to move forward with this. Mr. Ramsey also asked Council to consider ways in which the General Fund may be used to assist those who are in need. Town Attorney Gilmore recommended that, if a donation is made, it be made to the organization. Mayor Ramsey also reported that the County has updated its requirements for Disabled Veteran Property Tax abatement, and that Mr. Davenport may qualify for that type of assistance; the Town honors these abatements. It was decided to add this item to the Regular Meeting Agenda, under Action Items.

5. Sleeter Lake Contract

Councilperson Lyne provided an overview of this issue, and explained that a disagreement has occurred between Mountaineer Pipe, to which the contract was awarded, and the Town. Mr. Lyne reported that negotiations on the contract have broken off. Councilperson Lyne explained that Town Administrator Nicholson has suggested a new Request for Proposal be issued; this action would greatly delay the project. Councilperson Lyne stated that he would like to better understand why the disagreement could not be resolved. It was noted that the representative of Mountaineer Pipe, Mr. David Hornbaker, is in attendance at this evening's meeting. Town Attorney Gilmore stated that she will not discuss in the public session some of the issues surrounding this. Town Administrator Nicholson briefly explained the problem which occurred in negotiations, which resulted in an impasse near the final stages of the negotiations. Both Town Administrator Nicholson and Town Attorney Gilmore expressed their uneasiness about going into detail in a public session. Town Attorney Gilmore explained that some of the problems arose because a bid package was not prepared for this project. Mayor Ramsey explained that all of the topics which would have been part of a bid package were negotiated, and that those negotiations were where the impasse occurred. Mr. Hornbaker, the representative of Mountaineer Pipe, explained his firm's view of the impasse, stating that normally the proposal is part of the contract, but their proposal was not included in this contract. Mr. Hornbaker explained that their legal counsel recommended it be included. Mr. Hornbaker further explained that they have never signed a contract which did not include the proposal. Mr. Hornbaker stated that they wish to build a relationship with the Town, and feel that this impasse is a small issue. Mr. Hornbaker stated that they are unsure why this issue was unable to be negotiated. Mayor Ramsey noted that this may be discussed further, in either an open or a closed session; the consensus of the Council was to discuss this in a closed session. Mayor Ramsey requested that this be included in the motion to go to closed session.

Councilperson Lyne asked Mr. Hornbaker to provide examples of the inclusion of the proposal in the contract. There was no further discussion of this topic at this time.

IN RE: ACTION ITEMS

1. Water and Sewer Ordinance Adoption

Mayor Ramsey stated that the Water and Sewer Ordinances have been duly advertised, and a Public Hearing has been held. Mr. Ramsey explained that this will be a full repeal and a full reenactment of the Water and Sewer Ordinances. Town Attorney Gilmore also noted that Staff is being given the ability to correct Scribner's errors. Councilperson Heston made a motion **that the Round Hill Town Council adopt Ordinance Number 2017-01, An Ordinance to repeal and reenact the Town of Round Hill Water Ordinance and Sewer Ordinance with amendments**; Councilperson Lyne seconded the motion. There was no discussion of the motion. A voice vote was held; the motion was approved 5-0, with Vice-Mayor Graham absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael K. Minshall	Aye
Janet L. Heston	Aye
Michael Hummel	Aye
Mary Anne Graham	Absent
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

IN RE: DEPARTMENTAL REPORTS

1. Town Planner/Zoning Administrator Report

Town Planner/Zoning Administrator Hynes requested that the Council's Strategic Planning Retreat be scheduled; various dates in October were provided as potential meeting dates, with it being decided to schedule the Retreat on October 28, 2017. The Retreat will be held from 9:00 a.m. to 3:00 p.m. Ms. Hynes noted that the venue for the Retreat has not yet been chosen, with Mr. Chapman stating that facilities at Stoneleigh could be used for this purpose; Council Members were asked to provide suggestions for a venue. Town Planner/Zoning Administrator Hynes reported that she has informed the Planning Commission that they are to move forward on three text amendments by July, and that Short-Term Rentals will be discussed throughout the summer months. Councilperson Heston asked for an update on the Lake Ridge subdivision. Town Administrator Nicholson reported that some of the common areas have not been cleaned up as required; Town Planner/Zoning Administrator Hynes explained that there has been a disagreement regarding the party responsible for this clean-up, with the developer stating his belief that the HOA is responsible. Ms. Hynes noted that the developer is responsible until the bond has been released. Town Planner/Zoning Administrator Hynes and Councilperson Hummel explained work yet to be done in the tree-save area, with it being reported that a certified arborist must advise which trees are to be removed. It was also noted that the

welcome sign, to be provided by the developer, will not be a monument-type sign. Councilperson Heston asked if there have been any zoning inquiries made or permits sought; Town Planner/Zoning Administrator Hynes stated that one permit has been requested. Mayor Ramsey and Councilperson Heston asked that paper copies of the Comprehensive Plan be provided to Council.

2. Town Administrator Report

Town Administrator Nicholson noted that his report has been provided to Council in writing. Mr. Nicholson reported that the Evening Star Drive water tower has been pressure washed, and looks good. The supervisor has said that all work on the tower should be completed prior to the Hometown Festival, if the weather holds. Town Administrator Nicholson is photographing the progress at the water tower. Mr. Nicholson reported that the entry sign on the north side of Round Hill has been replaced. The Town Administrator and the Mayor will meet next week with Mr. Tim Hemstreet regarding the Main Street Enhancement/Franklin Park Trail Project. Mayor Ramsey noted that the Town requires receipt of the signed Memorandum of Understanding prior to entering into a contract for the work; Town Administrator Nicholson reported that the MOU was sent to the County on December 5, 2016, and no further action on this has occurred. The MOU will be one of the topics for discussion at next week's meeting. Mr. Nicholson stated that the County seems to be relying on the Town to take the lead on this project. Mayor Ramsey asked to ensure that Dewberry is coordinating with Stantec, prior to compilation of the bid package. Councilperson Lyne asked if the "big ticket" items related to the SCADA system could be discussed under "Utility Committee" at the Town Council Work Session; Town Administrator Nicholson stated that they could, and noted that Utility agenda items are generated at Utility Staff meetings. There was discussion of the Connection Summary, and if it should be provided each month, or only when changes occur.

3. Mayor's Report

Mayor Ramsey reported that he attended the Eagle Scout presentation, and that it was a nice ceremony. Mr. Ramsey stated that he spoke to leadership in attendance regarding notification of Eagle Scout awards, so that all Scouts from Round Hill may be recognized. The Mayor suggested that the Council may want to recognize Scouts who recently achieved this honor, but were not previously acknowledged by the Town. Mayor Ramsey reported on the boundary line adjustment effort which is about to begin. The Mayor also noted that there has been a posting on Facebook regarding the Town's water quality; Mr. Ramsey responded to this on the social media site. Mayor Ramsey asked that improvements be made to the Consumer Confidence Report, to make the information it contains clearer; he requested that this be completed in time for issuance of the next report, which will be in approximately ten months. Mayor Ramsey noted that the Hometown Festival is less than two weeks away, and that arrangements for the event are in good shape and on schedule. More volunteers are still needed; the Mayor encouraged Council Members to volunteer for this event. Mayor Ramsey provided particulars about Council participation in the Festival parade. It was noted that a new, larger tent has been secured for use at the Festival this

year. Councilperson Prack asked about problems the Town has been having with bees at the Town Park; Town Administrator Nicholson stated that that is being addressed. Mayor Ramsey asked that the rear portion of the Park be made more presentable. Town Administrator Nicholson noted that the sidewalks and flags look great. It was reported that servers for beer and wine will be present at this year's event. Finally, Mayor Ramsey reported that the Festival is behind in sponsorships, and may be in the red approximately \$3,000.00 this year.

IN RE: COUNCIL COMMENTS

Councilperson Heston informed those in attendance that a blood drive will be held on May 30, 2017 at Round Hill Elementary School, from 4:30 to 8:00 p.m.

IN RE: EXECUTIVE SESSION

Councilperson Lyne moved **that the Round Hill Town Council recess its open meeting and convene a closed session to discuss the award of the Sleeter Lake Park construction contract, which involves expenditure of public funds, as authorized by Code of Virginia of 1950, as amended, §2.2-3711(A)(29); discussion of appointment, performance, and resignation of public officers, as authorized by Code of Virginia of 1950, as amended, §2.2-3711(A)(1); and, discussion of matters requiring consultation and legal advice with the Town Attorney, as authorized by Code of Virginia of 1950, as amended, §2.2-3711(A)(7).** Councilperson Heston seconded the motion. There was no discussion of the motion. A voice vote was held; the motion was approved 5-0, with Vice-Mayor Graham absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael K. Minshall	Aye
Janet L. Heston	Aye
Michael Hummel	Aye
Mary Anne Graham	Absent
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

Mayor Ramsey stated that the Town Attorney and Town Administrator are invited to participate in the closed session. Mayor Ramsey called for a brief recess at 9:36 p.m.

IN RE: ADJOURN CLOSED SESSION AND RECONVENE OPEN MEETING

Councilperson Lyne moved **that the Round Hill town Council adjourn its closed session and reconvene its open meeting;** Councilperson Heston seconded the motion. A voice vote was held; the motion was approved 5-0, with Vice-Mayor Graham absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael K. Minshall	Aye
Janet L. Heston	Aye
Michael Hummel	Aye
Mary Anne Graham	Absent
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

The Regular Meeting was reconvened at 11:23 p.m.

IN RE: CERTIFICATION OF CLOSED SESSION

Councilperson Lyne moved **that the Round Hill Town Council certify that, while in closed session, the Round Hill Town Council discussed only those matters that were contained in the motion by which the Town Council convened its closed session, and that were lawfully exempt from open meeting requirements;** Councilperson Heston seconded the motion. A voice vote was held; the motion was approved 5-0, with Vice-Mayor Graham absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael K. Minshall	Aye
Janet L. Heston	Aye
Michael Hummel	Aye
Mary Anne Graham	Absent
Christopher J. Prack	Aye
Frederick J. Lyne	Aye

IN RE: COUNCIL COMMENTS

Councilperson Lyne commented that he did not like that there was a long period of Council discussion in the regular session after the March Council Meeting exited closed session, as the public had already left the meeting at the start of the closed session. Mayor Ramsey noted that the discussion at the March meeting was recorded and documented in the minutes. There were no further Council comments.

IN RE: MEETING ADJOURNMENT

The meeting was adjourned by Mayor Ramsey at 11:25 p.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

Debra McDonald, Recording Secretary