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**Minutes of the New Market  
Town Council Meeting  
Monday, June 20, 2016  
7:30 pm**

The New Market Town Council met in the Council Chambers of the Arthur L. Hildreth, Jr. Municipal Building on Monday, June 20, 2016 with the following members present: Mayor Douglas Bradley, Vice-Mayor John Blosser, Peggy Harkness, Scott Wymer, Gary Comer, Tim Palmer and Eddie Litten.

Town Attorney – Jason Ham  
Town Manager – Mike Ritchie  
Town Treasurer – Teresa Green  
Administrative Assistant – Donna Lohr

Mayor Bradley called the meeting to order and established a quorum. The Pledge of Allegiance was recited in unison.

Mayor Bradley welcomed all visitors and guests.

**Approval of the Agenda:**

Mr. Litten made a motion to amend the agenda to include Action Item #4, which is the discussion and consideration of waiving \$10,000 of the water and sewer connection fees for Shenandoah ALF II, LLC. Mr. Blosser seconded the motion which carried on a 6-0 roll call vote as follows:

Mrs. Harkness	Aye	Mr. Blosser	Aye
Mr. Wymer	Aye	Mr. Palmer	Aye
Mr. Comer	Aye	Mr. Litten	Aye

Mr. Comer then made a motion to approve the agenda. Mr. Blosser seconded the motion which carried on a unanimous voice vote.

**Consent Agenda:**

Mr. Comer moved to approve the consent agenda which included the minutes from the May 16, 2016 Meeting of the Town Council and the Financial Statements for May 2016. Mr. Blosser seconded the motion which carried on a unanimous voice vote.

**Public Hearing:**

No public hearings scheduled.

**Citizen Comments and Petitions:**

Mr. Sonny Mongold, of Shady Lane, New Market, remarked that a fire hydrant at the intersection of Shady Lane and Pleasant View is currently out of service. He stated that the Emergency Services personnel were unaware that the hydrant was out of service

50 and that he believed that there is a communication breakdown somewhere which needs to  
51 be rectified.

52 Mr. Ritchie advised that the hydrant was hit by a vehicle late last week and that  
53 had caused the hydrant to leak. Town staff shut the hydrant off until the repair kit that  
54 had been ordered comes in and the repair can be made, likely within the week. Mr.  
55 Ritchie further advised that anytime a hydrant is removed from service, the Town notifies  
56 Shenandoah County EOC and that happened in this situation, however apparently that  
57 information was not passed along to the local emergency services crew.

58

59 **Committee Reports:**

60

61 **Finance & Personnel:** Mr. Litten stated that the Finance and Personnel  
62 Committee met on Monday, June 6<sup>th</sup>, 2016 with all members present. The first item on  
63 the agenda was the discussion and consideration of appointing Town FOIA Officers. Mr.  
64 Palmer made a motion to recommend to council the appointment of Mike Ritchie and  
65 Chad Neese as the Town of New Market's FOIA Officers. Mrs. Harkness seconded the  
66 motion which passed on a unanimous voice vote of the committee. The second item on  
67 the agenda was a presentation and request for assistance from the Schultz Theatre. Mrs.  
68 Harkness made a motion to recommend to Council to give \$5,000 to the Schultz Theatre  
69 with the expectation to relook at the situation in six months. Mr. Palmer seconded the  
70 motion which passed on a 2-1 voice vote of the committee. With no other business to  
71 discuss, the meeting was adjourned.

72

73 **Public Works:** Mr. Blosser stated that the Public Works Committee met on  
74 Monday, June 6<sup>th</sup>, 2016 with all members present. The first item on the agenda was an  
75 update on the Veterans Memorial project by the American Legion Auxiliary. Under  
76 other business, Mr. Ritchie advised that the Community Center/ Rebel Park entrance-way  
77 project is underway. Nine shrubs have been planted by Eagle Scout Andrew Stauff.  
78 With no other business to discuss, the meeting was adjourned.

79 The Public Works Committee also met on Monday, June 20, 2016 with two  
80 members present. The only item on the agenda was the discussion and consideration of  
81 granting financial consideration for a water/sewer project which will be discussed at this  
82 evening's meeting.

83

84 **Public Safety:** Mr. Comer stated that the Public Safety Committee met on  
85 Monday, June 6, 2016 with all members present. The first item on the agenda the  
86 discussion and consideration of Ordinance No.94, Adoption of State Law. Mr. Comer  
87 made a motion to recommend to full council the adoption of Ordinance No. 94. Mr.  
88 Blosser seconded the motion which passed on a unanimous voice vote of the committee.  
89 That recommendation of the committee is an action item for council at this evening's  
90 meeting. The second item on the agenda was a monthly report from Chief Rinker  
91 regarding statistics and things to note from the Police Department. With no other  
92 business to discuss the meeting was adjourned.

93

94 **Tourism, Economic Development, and Historic Preservation:** Mr. Palmer  
95 stated that the Tourism, Economic Development and Historic Preservation Committee  
96 met on Monday, June 6<sup>th</sup>, 2016 with all members present. The first item on the agenda  
97 was a panel discussion relating to local business. Panelists for this discussion included  
98 local business owners, Ms. Cathy Donald, Mr. Mark Linski, Ms. Karla Kokkonen, and

99 Mr. Randy Andes. Panelists answered discussed several topics, offered suggestions for  
100 other businesses, and answered questions from the audience. With no other business to  
101 discuss, the meeting was adjourned.

102 The Tourism, Economic Development and Historic Preservation Committee also  
103 met on Tuesday, June 14<sup>th</sup>, 2016 with two members present. The first item on the agenda  
104 was a panel discussion relating to local real estate trends. The two realtors who spoke at  
105 this meeting were Eddie Newland and Kathie See. They discussed trends in the real  
106 estate market, trends in real estate locally, and they offered some suggestions. They also  
107 answered questions from the audience. With no further business to discuss the meeting  
108 was adjourned.

109

110 **Action Items:**

111

112 The first action item addressed was the discussion and consideration of appointing  
113 Town FOIA Officers. Mr. Ritchie commented that this action item is in response to  
114 House Bill 818 which was passed in the General Assembly and will take effect on July 1,  
115 2016. The Finance & Personnel Committee recommends that Mr. Mike Ritchie, Town  
116 Manager and Mr. Chad Neese, Town Planner/Zoning Administrator for appointment as  
117 the Town of New Market's FOIA Officers. **Mr. Litten made a motion to appoint Mr.**  
118 **Mike Ritchie and Mr. Chad Neese as the Town of New Market's FOIA Officers.**  
119 **Mr. Palmer seconded the motion. The motion passed on a roll call vote of 6-0 as**  
120 **follows:**

121

122	<b>Mr. Litten</b>	<b>Aye</b>	<b>Mr. Comer</b>	<b>Aye</b>
123	<b>Mr. Palmer</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>
124	<b>Mr. Blosser</b>	<b>Aye</b>	<b>Mrs. Harkness</b>	<b>Aye</b>

125

126 The second item on the agenda was the discussion and consideration of a request  
127 for assistance from the Schultz Theatre. Mr. Ritchie commented that at the May  
128 Committee Meetings, Mr. Neil Merrin made a presentation to the Committee and made a  
129 request for \$10,000 annually for the Schultz Theatre. Mr. Merrin commented on some of  
130 the challenges of running the theatre group in a small town. There was not a full  
131 attendance of the Finance & Personnel Committee at the May meeting so that item was  
132 tabled. At the June Committee Meetings, the committee recommended providing a  
133 \$5,000 contribution and revisiting the matter in six months. **Mrs. Harkness made a**  
134 **motion to grant \$5,000 to the Schultz Theatre with a review with them in six months**  
135 **to see where they stand financially at that time. Mr. Palmer seconded the motion.**

136 Mr. Litten commented that he does not feel comfortable giving tax payer money  
137 to this cause.

138 Mr. Comer remarked that he agreed with Mr. Litten on this matter, that it is too  
139 much of the tax payers' money to be spent on this.

140 Mrs. Harkness commented that council needs to give the Schultz Theatre the  
141 benefit of the doubt at this time, while they work through their finances with the owner.  
142 At this point in time with the kinds of things that several committees are working on to  
143 revitalize the community, she believes it is worth the \$5,000 investment and that we need  
144 to work to try to save the Schultz Theatre. She understands the concern that while there  
145 is a relatively small amount of people from New Market who attend the theatre, it does  
146 bring in some traffic, it is an art-centered effort, and she believes it is good for the Town  
147 Council to make the investment in the Schultz Theatre.

148 Mr. Palmer commented that the Theatre gives people of all ages the opportunity  
149 to try out their talents in performing arts. Mr. Palmer agrees with Mrs. Harkness that  
150 while efforts are underway to revitalize the downtown area, it is a good idea to provide  
151 funding for the Theatre and to revisit the issue in six months.

152 Mr. Wymer commented that his concern is whether other groups will continue to  
153 come forward asking the Town for money and how will the Town Council be fair and  
154 consistent in who they decide to provide funding.

155 Mrs. Harkness commented that it should be taken on a case by case basis.

156 **The motion failed on a roll call vote of 2-4 as follows:**

157				
158	<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Blosser</b>	<b>Nay</b>
159	<b>Mr. Wymer</b>	<b>Nay</b>	<b>Mr. Palmer</b>	<b>Aye</b>
160	<b>Mr. Comer</b>	<b>Nay</b>	<b>Mr. Litten</b>	<b>Nay</b>

161

162 The third action item was the discussion and consideration of Ordinance No. 94,  
163 Adoption of State Law. Mr. Ritchie advised that Ordinance No. 94 is the annual adoption  
164 into the Town's ordinances any traffic laws that have been changed as a result of Virginia  
165 General Assembly action during the 2016 session, which become effective July 1, 2016.  
166 The Public Safety recommends approval of Ordinance No. 94 by Council. **Mr. Comer**  
167 **made a motion to adopt Ordinance No. 94: Adoption of State Law. Mr. Palmer**  
168 **seconded the motion. The motion carried on a roll call vote of 6-0 as follows:**

169				
170	<b>Mr. Litten</b>	<b>Aye</b>	<b>Mr. Comer</b>	<b>Aye</b>
171	<b>Mr. Palmer</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>
172	<b>Mr. Blosser</b>	<b>Aye</b>	<b>Mrs. Harkness</b>	<b>Aye</b>

173

174 The fourth item addressed on the agenda was the discussion and consideration of  
175 waiving \$10,000 of water and sewer connection fees for Shenandoah II ALF, LLC. Mr.  
176 Ritchie advised that this is for the new assisted living facility that is currently under  
177 construction on West Old Cross Road. Construction included extending the sewer line as  
178 well as storm water lines in this area. The construction company had to add additional  
179 sewer line as well as relocate it. As part of the relocation of sewer line, the Town will  
180 receive some additional sewer line that is upgraded in size as well as material. This is  
181 very beneficial for the Town particularly for future growth in that area. Mr. Neese  
182 presented some maps and description regarding the sewer lines in question. Mr. Ritchie  
183 advised that it is not unusual for the Town to participate in a cost sharing project if it  
184 results in upgrades to the Town's infrastructure and provides availability for future  
185 development. The total cost to the contractor for this project was approximately \$20,000.  
186 The total cost for water/sewer connection fees would be \$19,350. The recommendation  
187 by staff and approved by the Public Works Committee is to waive \$10,000 of the  
188 connection fees. **Mr. Blosser made a motion to waive \$10,000 of the water and sewer**  
189 **connection fees for Shenandoah ALF II, LLC. Mr. Wymer seconded the motion.**  
190 **The motion passed on a roll call vote of 6-0 as follows:**

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192	<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Blosser</b>	<b>Aye</b>
193	<b>Mr. Wymer</b>	<b>Aye</b>	<b>Mr. Palmer</b>	<b>Aye</b>
194	<b>Mr. Comer</b>	<b>Aye</b>	<b>Mr. Litten</b>	<b>Aye</b>

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196 **Mayor's Comments:**

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Mayor Bradley thanked Council Member Eddie Litten for the time he has served on council and commended him for a job well done. He also welcomed Mr. Peter Hughes who will become a council member effective July 1, 2016. Mayor Bradley also distributed Committee assignments which will take effect July 1, 2016. Committee assignments are as follows:

- Finance & Personnel:* Chairwoman, Mrs. Peggy Harkness; Peter Hughes, Mr. Tim Palmer
- Economic Development:* Chairman, Mr. Peter Hughes; Mr. Tim Palmer; Mr. Scott Wymer
- Public Works:* Chairman, Mr. John Blosser; Mr. Gary Comer; Mr. Scott Wymer
- Public Safety:* Chairman, Gary Comer; Mr. John Blosser; Mrs. Peggy Harkness
- Tourism & Historic Preservation:* Chairman, Mr. Tim Palmer; Mr. Peter Hughes; Mr. Gary Comer

Mayor Bradley commented that there are a lot of positive things going on in the Town right now and he looks forward to a good year.

**Council Comments:**

Mr. Litten commented that it has been a pleasure to serve on council the past eleven years. He personally thanked Town staff for the outstanding work they do. He remarked that he has gained many friends while living in New Market and while serving as a council member.

Mr. Blosser thanked Councilman Litten for the work he has done while serving on Council.

Mr. Palmer commented that he has learned a lot from Mr. Litten during the time that Mr. Litten served on council. Mr. Palmer remarked that Mr. Litten always tried to move forward with things even if he was not always in agreement with it.

**Staff Comments:**

Mr. Ritchie thanked Mr. Litten for his years of service on Council. Mr. Litten has always provided great support of town staff as well as good leadership.

Mr. Ham remarked that he will miss Mr. Litten.

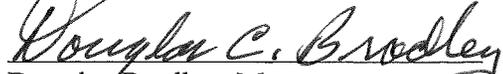
**Closed Meeting:**

No Closed Meetings scheduled.

**Adjournment:**

**At 8:10 p.m. Mr. Litten made a motion to adjourn the meeting. Mr. Comer seconded the motion which carried on a unanimous voice vote.**

  
Mike Ritchie, Town Clerk

  
Douglas Bradley, Mayor