

**Minutes of the New Market  
Town Council Meeting  
Monday, December 15th, 2025  
6:30 pm**

The New Market Town Council met in the Council Chambers of Arthur L. Hildreth, Jr. Municipal Building, on Monday, December 15th, 2025, with the following members present: Mayor Peter Hughes, Peg Harkness, Bob King, Jon Henry, Janice Hannah, and Scott Wymer. Council member Daryl Watkins was absent.

Mayor Hughes called the meeting to order at 6:30 p.m. and established a quorum with 6 members present. The Pledge of Allegiance was recited in unison. Mayor Hughes welcomed all visitors and guests.

**Approval of the Agenda:**

Mr. King moved to approve the agenda as presented. Mr. Wymer seconded the motion. With no further discussion, the motion was carried out with a unanimous 5-0 vote.

Mrs. Harkness	Aye	Mr. Watkins	Absent
Mr. King	Aye	Mrs. Hannah	Aye
Mr. Henry	Aye	Mr. Wymer	Aye

**Consent Agenda:**

Mr. Wymer moved to approve the Consent Agenda which included the minutes from November 17<sup>th</sup>, 2025, meeting of the New Market Town Council and November 2025 financials. Mrs. Hannah seconded the motion. With no further discussion, the motion was carried out with a unanimous voice vote of 5-0.

Mrs. Harkness	Aye	Mr. Watkins	Absent
Mr. King	Aye	Mrs. Hannah	Aye
Mr. Henry	Aye	Mr. Wymer	Aye

**Public Hearing:**

Mayor Hughes opened the public hearing at 6:31 p.m. to receive citizen comments, in accordance with Section 15.2-2606 of the Code of Virginia with respect to the adoption by the Council of a resolution regarding the proposed financing of the construction of a new Town water tank (the "Tank") along with all work incidental to the construction of such Tank, including connecting the Tank to the Town's existing water tank and water supply system, improvements to the access road, engineering costs and expenses of obtaining financing (the "Project"). The Town plans to fund the Project through a loan to be issued in a principal amount not to exceed \$5,000,000.

He asked Mr. Garrison to present the information for the public hearing. Mr. Garrison explained that this project is for the construction of a new water tank. He referred to the

proposed budget that they received in the packet. The total loan is in the amount of \$4,976,453. He explained that the loan is being financed through the Virginia Resources Authority which is through a Department of Health Drinking Water loan program fund. He noted that being a part of this program helped to reduce the interest rate to 2.9%.

Mayor Hughes opened the floor for citizen comments. There were no citizen comments made. Mayor Hughes closed the public hearing at 6:36 p.m.

#### **Citizen Comments and Petitions:**

Mr. Steve Sissler, Assistant Fire Chief of New Market Fire and Rescue, gave a PowerPoint presentation on last quarter's operations. He reported on the different types of calls and total calls. They are still doing duty nights and training nights. He and Chief Mongold attended the chief's and captain's meeting. He noted that they are still doing bingo and encouraged citizens and council to come out and support them whether it is by playing bingo or helping in the kitchen. An overview was given of the different activities, training, community interactions, and fundraising dates, along with photos. A copy of the presentation is on file with the minutes.

#### **Committee Reports:** none

#### **Staff Reports:**

##### **1. Public Works Department Monthly Report – Mr. J. D. Fadley**

Mr. Fadley gave a Power Point presentation. He reported the public works department repaired a leak on a 2" water main at 9743 South Congress Street, and a leak on an 8" water main on John Sevier Road. There was a sewer back up at 9841 South Congress Street that was fixed. They removed snow and ice from the streets, town office parking lots, and sidewalk. They were busy with Christmas decorations. They continue to complete their regular monthly maintenance such as cleaning of the park restrooms and shelters, and street and sidewalk maintenance. The water department repaired a turbidity meter at the SVA well and were working on the SCADA alarm system. They are working on updating DEQ testing manual, the VDH Emergency Manual Plan, and the VDH Well Head Protection Plan. They have started working on the lead and copper line replacement program and lead and copper testing program for schools and daycare facilities. He reported on the electric truck testing opportunity that they had through a partnership with Virginia Clean Cities this past fall and gave the positive and negative feedback from the public works crew and the water department crew. A copy of the presentation is on file with the minutes.

##### **2. Planning Department Monthly Report – Ms. Summer Barden**

Ms. Barden presented a Power Point presentation. She reported that she approved a zoning permit for a fence at 119 Courtyard Terrace, and a home occupation permit for an in-home office at 1 Tee Court. She noted that there would be a Joint Public Hearing on

January 5<sup>th</sup>, 2026, at 6:30 p.m. regarding the conditional use permit request for 9361-9365 North Congress Street. A copy of the presentation is on file with the minutes.

### **3. Public Safety Monthly Report – Chief Rinker**

Chief Rinker gave a Power Point presentation. Chief Rinker reported that there were 471 calls for service, which makes 4533 total for the year. There were 254 extra patrols and 4-foot patrols. He recognized Sgt. Smoot's successful completion of the Command Excellence School hosted by the Chesterfield County Police Department. Chief Rinker participated in an emergency drill with the Life Care of New Market, the Page County Mental Health Stakeholder meeting, and the Triplett Tech Career Day at the CREW Center in Mount Jackson. He reported that Benelli met with students at Shenandoah Valley Academy Elementary School. A copy of the presentation is on file with the minutes.

### **4. Events & Marketing Monthly Report – Ms. Savannah Frazier**

Ms. Frazier gave a Power Point presentation. She reported that the Tis the Season Celebration and parade was a wonderful community event. There were 45 entries for the parade. She thanked all the different groups that helped make this evening a success. The new Christmas ornament is available for purchase at the front office. The holiday food drive with ReUnite the Light was a huge success. The Flashlight Candy Cane Hunt went well. There was a good turn out and the weather wasn't too cold. She thanked the elite sponsor Southern Kitchen for the hot chocolate. She attended the VA1 Governor's Tourism Summit. The town participated in the American Celebration Christmas event by hosting a Christmas tree representing the town. She gave an update about an article that was published in Richmond Magazine that highlighted the town and several of the businesses. She noted that the RevUP committee has started planning the 2026 RevUP Small Business Summit. Mr. Henry stated that he had heard feedback from businesses that attended last year, and that he was wondering if the awards could be split up so there are more awards given. Ms. Frazier responded that the awards were being discussed and would make this suggestion to the committee. A copy of the presentation is on file with the minutes.

### **Action Items:**

The first action item was the discussion and consideration of an appointment to the Historic Overlay District Review Board. Ms. Barden stated that Mr. Mark Kokkonen, owner of The Home Store, submitted his application for the Historic Overlay District Review Board. She noted that there were two vacancies, which require the committee member to own property in the historic district, in which Mr. Kokkonen does own the property at 9369 North Congress Street. She stated that she is asking for council to appoint Mr. Kokkonen to the Historic Overlay Review Board, and that his application was in the packet in front of them.

Mrs. Hannah made a motion to appoint Mr. Mark Kokkonen to the Historic Overlay District Review Board. Mr. Wymer seconded the motion. With no further discussion, the motion was carried out with a unanimous roll call vote of 5-0.

148	<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Absent</b>
149	<b>Mr. King</b>	<b>Aye</b>	<b>Mrs. Hannah</b>	<b>Aye</b>
150	<b>Mr. Henry</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>

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152 The second action item was the discussion and consideration of Resolution #259, in  
 153 which Mayor Hughes noted the resolution was provided in the packet. Mr. Garrison  
 154 explained that this resolution is related to the concluded public hearing early in the  
 155 meeting. This loan is not to exceed \$5,000,000. He reiterated that the loan from Virginia  
 156 Resource Authority is in the amount of \$4,976,453. This resolution is an issuance of the  
 157 bond for this project.

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159 Mrs. Harkness moved to approve Resolution #259, and Mr. Wymer seconded the motion.  
 160 With no further discussion, the motion was carried out with a roll call vote of 5-0.

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162	<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Absent</b>
163	<b>Mr. King</b>	<b>Aye</b>	<b>Mrs. Hannah</b>	<b>Aye</b>
164	<b>Mr. Henry</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>

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166 The third action item was discussion and consideration to accept a grant from the  
 167 Virginia Resources Authority to complete the Asset Management Plan and Waterworks  
 168 Business Operations Plan, and approval of the Funding agreement.

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170 Mr. Garrison explained that this is related to the water tank project. He received a grant  
 171 through the Health Department Funding program and their Drinking Water program of  
 172 which the Virginia Resource Authority is the financier. In order to qualify for the program  
 173 there are two different plans, Asset Management Plan and Waterworks Business  
 174 Operations Plan, that must be completed. They offer a grant to help with the completion  
 175 of these plans. He said there needs to be a motion to accept the grant which is \$30,000.

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177 Mr. King made a motion to accept the grant and approve the funding agreement from the  
 178 Virginia Resource Authority. Mrs. Harkness seconded the motion.

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180 With no further discussion, the motion was carried out with a roll call vote of 5-0.

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182	<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Absent</b>
183	<b>Mr. King</b>	<b>Aye</b>	<b>Mrs. Hannah</b>	<b>Aye</b>
184	<b>Mr. Henry</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>

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189 **Mayor's Comments:**

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191 Mayor Hughes thanked Mr. Jim Douglas for coordinating the parade. He thanked the  
 192 public works department for the beautiful light display in the park. He thanked the  
 193 Stonewall Jackson band and choir for participating in the parade.

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196 **Council Comments:**

Mrs. Harkness thanked all the town staff for their hard work decorating the town for the holiday season. She noted that it is a lot of work on top of their regular duties, and it is very much appreciated, and it doesn't go unnoticed.

**Staff Comments:**

Mr. Garrison highlighted the topic of the work session that was held prior to the council meeting, which was the upcoming comprehensive plan update. He noted the excitement around the process of updating the comprehensive plan that has not been fully updated since 2012 with a partial update in 2017.

**Closed Session:**

Mayor Hughes stated the council will go into a closed session as authorized by section 2.2-3711(A)(3) of the state code to discuss the disposition of real property, where discussion in an open meeting would adversely affect the negotiating strategy of the public body. The subject matter of the meeting is real property at 9184 John Sevier Road. He asked for a motion for the above stated, and Mrs. Harkness stated so moved. The motion was seconded by Mr. Wymer. With no further discussion, the motion was carried out with a unanimous voice vote of 5-0.

Mrs. Harkness	Aye	Mr. Watkins	Absent
Mr. King	Aye	Mrs. Hannah	Aye
Mr. Henry	Aye	Mr. Wymer	Aye


After a brief recess, the closed session commenced at 7:15 p.m.

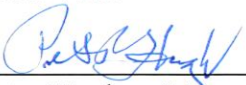
Mr. Henry made a motion to return from Closed Session at 7:52 p.m. and read aloud the following Certification Resolution: With respect to the just-concluded Closed Session and to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under The Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Town Council. Mrs. Hannah seconded the motion which passed on the following 5-0 roll call vote:

Mrs. Harkness	Aye	Mr. Watkins	Absent
Mr. King	Aye	Mrs. Hannah	Aye
Mr. Henry	Aye	Mr. Wymer	Aye

**Adjournment:**

244           **With no further business to discuss, at 7:52 p.m. Mrs. Harkness made a**  
245 **motion to adjourn the meeting. Mr. Wymer seconded the motion, with no further**  
246 **discussion the motion passed on a unanimous 5-0 voice vote.**

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N. Garrison, Town Clerk

  
Peter Hughes, Mayor