

**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 17th, 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

50 proposed budget that they received in the packet. The total loan is in the amount of
51 \$4,976,453. He explained that the loan is being financed through the Virginia Resources
52 Authority which is through a Department of Health Drinking Water loan program fund.
53 He noted that being a part of this program helped to reduce the interest rate to 2.9%.

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

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59 **Citizen Comments and Petitions:**

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

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70 **Committee Reports:** none

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74 **Staff Reports:**

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

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

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

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

99 January 5th, 2026, at 6:30 p.m. regarding the conditional use permit request for 9361-
100 9365 North Congress Street. A copy of the presentation is on file with the minutes.
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103 **3. Public Safety Monthly Report – Chief Rinker**

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

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

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

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132 **Action Items:**

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

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

148	Mrs. Harkness	Aye	Mr. Watkins	Absent
149	Mr. King	Aye	Mrs. Hannah	Aye
150	Mr. Henry	Aye	Mr. Wymer	Aye
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152	The second action item was the discussion and consideration of Resolution #259, in which Mayor Hughes noted the resolution was provided in the packet. Mr. Garrison explained that this resolution is related to the concluded public hearing early in the meeting. This loan is not to exceed \$5,000,000. He reiterated that the loan from Virginia Resource Authority is in the amount of \$4,976,453. This resolution is an issuance of the bond for this project.			
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158	Mrs. Harkness moved to approve Resolution #259, and Mr. Wymer seconded the motion. With no further discussion, the motion was carried out with a roll call vote of 5-0.			
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162	Mrs. Harkness	Aye	Mr. Watkins	Absent
163	Mr. King	Aye	Mrs. Hannah	Aye
164	Mr. Henry	Aye	Mr. Wymer	Aye
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166	The third action item was discussion and consideration to accept a grant from the Virginia Resources Authority to complete the Asset Management Plan and Waterworks Business Operations Plan, and approval of the Funding agreement.			
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169	Mr. Garrison explained that this is related to the water tank project. He received a grant through the Health Department Funding program and their Drinking Water program of which the Virginia Resource Authority is the financer. In order to qualify for the program there are two different plans, Asset Management Plan and Waterworks Business Operations Plan, that must be completed. They offer a grant to help with the completion of these plans. He said there needs to be a motion to accept the grant which is \$30,000.			
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176	Mr. King made a motion to accept the grant and approve the funding agreement from the 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	Mrs. Harkness	Aye	Mr. Watkins	Absent
183	Mr. King	Aye	Mrs. Hannah	Aye
184	Mr. Henry	Aye	Mr. Wymer	Aye
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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 public works department for the beautiful light display in the park. He thanked the Stonewall Jackson band and choir for participating in the parade.			
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196	Council Comments:			

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

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202 **Staff Comments:**

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

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209 **Closed Session:**

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211 Mayor Hughes stated the council will go into a closed session as authorized by section 2.2-
212 3711(A)(3) of the state code to discuss the disposition of real property, where discussion in
213 an open meeting would adversely affect the negotiating strategy of the public body. The
214 subject matter of the meeting is real property at 9184 John Sevier Road. He asked for a
215 motion for the above stated, and Mrs. Harkness stated so moved. The motion was seconded
216 by Mr. Wymer. With no further discussion, the motion was carried out with a unanimous
217 voice vote of 5-0.

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220 Mrs. Harkness	Aye	Mr. Watkins	Absent
221 Mr. King	Aye	Mrs. Hannah	Aye
222 Mr. Henry	Aye	Mr. Wymer	Aye

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

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

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236 Mrs. Harkness	Aye	Mr. Watkins	Absent
237 Mr. King	Aye	Mrs. Hannah	Aye
238 Mr. Henry	Aye	Mr. Wymer	Aye

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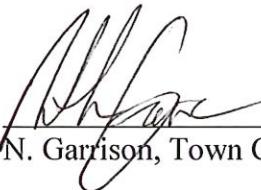
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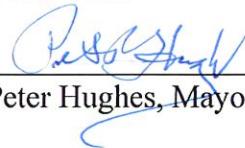
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242 **Adjournment:**

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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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251 N. Garrison, Town Clerk


Peter Hughes, Mayor