

Town of New Market
Council Agenda
Council Chambers
Arthur L. Hildreth, Jr., Municipal Building

Monday, March 18th, 2024 at 6:30 p.m.

SPECIAL MESSAGE TO THE PUBLIC:

**INTERESTED CITIZENS NOT WISHING TO ATTEND THE MEETING IN PERSON MAY
UTILIZE OUR LIVESTREAM BY ACCESSING THE TOWN OF NEW MARKET VIRGINIA
YOUTUBE CHANNEL:**

<https://tinyurl.com/u427jww>

TENTATIVE AGENDA

Call to order and establishment of a quorum

Approval of the Agenda

Consent Agenda:

- 1) Minutes from the February 20th, 2024 Meeting of the New Market Town Council
- 2) Financial Statements for February 2024

Public Hearing: None

Citizen Comments and Petitions:

- 1) Jeff Mongold, New Market Volunteer Fire & Rescue Department

**Any citizen who wishes to make a comment at this meeting may appear in person or may email
n.garrison@newmarketvirginia.com by 4:00 p.m. on Monday, March 18th, 2024.*

Committee Reports: None

Staff Reports: Public Works Monthly Report- J.D. Fadley
Planning Department Monthly Report – N. Garrison
Public Safety Monthly Report – Chief Chris Rinker
Events & Marketing Monthly Report – Savannah Frazier

Action Items: None

Mayor's Comments:

Council Comments:

Staff Comments:

Closed Meeting: Closed Session to discuss the performance and employment of specific local government personnel, as authorized by § 2.2-3711(A)(1) of the Virginia Code. The subject matter of the meeting is the Town Manager.

Adjournment

**Financial Statement Notes for
Period Ending February 29, 2024**

The FY23-24 budget has been updated to reflect Amendment 1 passed by Town Council on 2/20/24.

GENERAL FUND

- 496-001 Capital Outlay – Public Works**
Current month's expenditures include construction and engineering costs on the new maintenance building.
- 496-005 Capital Outlay – Community Park Improvements**
Current month's expenditures include netting installation and fencing at Rebel Field.

WATER / SEWER FUND

- 771-001 Capital Outlay – Sewer Department**
Current month's expenses reflect the costs of collection system improvements.
- 771-000 Capital Outlay – Water Department**
Current month's expenses reflect the costs of distribution system supplies and maintenance, costs of engineering services in connection with Water Tank and System Improvements, and the purchase of a brush hog mower.

BALANCE SHEET WITH BUDGET COMPARISON
AS OF FEB 29, 2024

Account Number

A S S E T S

CASH		
101000000	CASH ON HAND	400.00
10200-002	CASH - PRIMIS	18644.37
10200-003	CASH - PRIMIS MONEY MARKET	150.57
10200-004	CASH - TRUIST MONEY MARKET	3109020.55
10200-005	CASH - TRUIST	227149.00
10200-006	LOAN ESCROW ACCOUNT	114171.91
105000000	MUNC BLDG PERPETUAL FUND	68526.03

	TOTAL CASH	3538062.43

OTHER ASSETS		
10700-001	ALLOWANCE FOR UNCOLLECT TAXES	(37698.75)
107000000	TAXES RECEIVABLE	315395.90
11500-001	ALLOWANCE FOR UNCOLLECT TRASH	(6352.33)
115000000	ACCOUNTS RECEIVABLE	154030.39
118000000	PREPAID EXPENSES	76576.24
119000000	ADVANCE TO WATER/SEWER FUND	177508.00

	TOTAL OTHER ASSETS	679459.45

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	TOTAL ASSETS	4217521.88
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LIABILITIES & SURPLUS/DEFICIT

LIABILITIES		
201000000	ACCOUNTS PAYABLE	16612.89
204000000	VRS WITHHOLDING	(896.47)
20500-002	DEFERRED PROPERTY TAXES	289673.89
20500-005	MISC PAYROLL WITHHOLDINGS	(53.50)
20500-006	UNEARNED REV - EVENTS/MARKETNG	1475.00
20500-007	UNEARNED REV - CROSSROADS FEST	100.00
20500-009	UNEARNED REV - PARK EQUIPMENT	1972.93
20500-011	UNEARNED REV - MISC TRANS	630.82
20500-012	UNEARNED REV - ARPA FUNDS	1439654.78
20500-013	UNEARNED REV - NMCC DONATIONS	2700.00
20500-015	UNEARNED REV - PD/NNO	9000.00
205000000	INSURANCE WITHHOLDING	(65.22)
211000000	TAXES - PREPAYS	1820.46

	TOTAL LIABILITIES	1762625.58

UNAUDITED

BALANCE SHEET WITH BUDGET COMPARISON
AS OF FEB 29, 2024

Account Number

	SURPLUS/DEFICIT	
251000000	GENERAL FUND BALANCE	1389066.97
25200-001	RESERVE FOR FUTURE CAP PROJECT	357617.23
	CURRENT SURPLUS/DEFICIT	708212.10

	TOTAL SURPLUS/DEFICIT	2454896.30
		=====
	TOTAL LIABILITIES AND SURPLUS	4217521.88

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR	

INCOME							
31100-001	CURRENT REAL ESTATE TAX	3833.34	139797.92	301500.00	46.37	1192.94	133958.57
31100-002	CURRENT PERSONAL PROPERTY T	2949.83	115225.28	187000.00	61.62	3635.05	124448.72
316000000	CURRENT UTILITY TAX	11052.77	75627.56	108000.00	70.03	6385.25	53832.56
319000000	PENALTY/INT. DELINQUENT TAX	533.59	3922.07	5000.00	78.44	643.43	5556.01
321000000	BUSINESS AND PROFESSIONAL L	32866.30	34372.90	55000.00	62.50	24415.54	27842.01
322000000	MOTOR VEHICLE LICENSE	1112.61	7612.79	40000.00	19.03	1362.38	10073.64
323000000	CIGARETTE TAX	4500.00	57750.00	85500.00	67.54	11250.00	45342.60
33500-004	STATE SHARED SALES TAX	13678.51	104812.03	138385.00	75.74	7860.31	100245.18
33500-006	ROLLING STOCK TAX	0.00	6.87	7.00	98.14	.00	6.48
33500-013	STATE SHARED BANK STOCK TAX	0.00	.00	24000.00	.00	.00	.00
33500-014	POLICE DEPARTMENT STATE AID	0.00	27530.00	55060.00	50.00	.00	26274.71
33500-017	FIRE PROGRAM FUNDS	0.00	.00	15000.00	.00	.00	.00
33500-019	VDOT SNOW REMVL CONTRACT FU	18342.50	41200.00	44600.00	92.38	4680.00	24040.00
33500-020	AUTO RENTAL TAX	360.75	4124.42	5434.00	75.90	321.24	14414.89
33500-021	LOCAL LAW ENFORCEMENT BLK G	1056.00	1056.00	.00	.00	.00	989.00
33500-024	DMV GRANT	0.00	.00	.00	.00	.00	743.18
33500-025	POLICE DONATIONS - REVENUES	0.00	2391.00	11391.00	20.99	.00	2200.00
33500-029	VDOT GRANT E LEE HWY SIDEWA	0.00	.00	175000.00	.00	.00	.00
33500-035	VML RISK MANAGEMENT GRANT	0.00	2000.00	2000.00	100.00	.00	2000.00
33500-043	AMERICAN RESCUE PLAN (ARPA)	9872.04	45392.04	1485047.00	3.06	1059.14	172479.49
33500-044	NMCC PLANNING GRANT	0.00	.00	50000.00	.00	.00	.00
33500-045	ARPA LAW ENFORCE EQ GRANT	0.00	8935.00	92000.00	9.71	.00	.00
33500-046	P2P VEHICLE SHARE	0.00	96.65	130.00	74.35	.00	.00
35100-001	COURT FINES & FORFEITURES	95.00	3604.91	5410.00	66.63	344.63	4619.08
35100-002	K-9 DONATIONS	0.00	500.00	1000.00	50.00	.00	500.00
35100-004	TRASH COLLECTION	15712.20	121265.76	179000.00	67.75	12554.53	107869.16
36100-001	INTEREST ON SAVINGS-MUNC BL	162.95	1441.72	2105.00	68.49	231.51	1003.41
361000000	INTEREST ON SAVINGS	5889.07	51325.19	65000.00	78.96	4504.02	24295.87
36200-001	INSURANCE RECOVERY	2280.06	15745.06	13465.00	116.93	.00	.00
362000000	SALE OF PROPERTY/EQUIPMENT	0.00	9000.00	9000.00	100.00	.00	8555.00
363000000	MISCELLANEOUS REVENUE	265.37	1509.62	2500.00	60.38	159.30	1916.56
36500-001	TRANSIENT OCCUPANCY TAX	4458.84	105104.20	148953.00	70.56	4938.76	86054.42
365000000	MEALS TAX	41802.52	446955.69	645614.00	69.23	24782.66	410857.93
368000000	ZONING & SUBDIVISION FEES	75.00	1715.00	2120.00	80.90	565.00	1660.00
37000-001	MISCELLANEOUS (PARK)	0.00	500.00	1500.00	33.33	.00	8445.00
37100-001	EQUIPMENT LOAN PROCEEDS	0.00	190000.00	190000.00	100.00	.00	.00
371000000	CONSTRUCTION LOAN PROCEEDS	0.00	840000.00	840000.00	100.00	.00	.00
384000000	POOL	0.00	19625.14	35000.00	56.07	.00	13612.63
390000000	USER FEES	140.00	1850.00	14555.00	12.71	85.00	2070.00
39100-001	NMCC RENTALS	1050.00	5850.00	.00	.00	1600.00	6345.00
391000000	4TH OF JULY	0.00	3500.00	3500.00	100.00	.00	.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
39200-001 CROSSROADS FEST MUSIC SERIE	0.00	5870.53	6841.00	85.81	.00	3544.15
39200-002 FAIRWAY 5K	0.00	.00	.00	.00	.00	951.00
392000000 MARKETING & EVENTS REVENUE	235.00	4048.34	4468.00	90.61	.00	2240.81
TOTAL INCOME	172324.25	2501263.69	5050085.00	49.53	112570.69	1428987.06
EXPENSES						
GENERAL GOVERNMENT						
41300-001 TOWN COUNCIL/PLANNING SALAR	0.00	8311.35	17300.00	48.04	.00	7926.87
41300-002 ADMINISTRATIVE SALARIES	7235.18	52088.02	84691.00	61.50	9473.93	81658.10
41300-003 FRINGE BENEFITS	3300.43	18920.39	42325.00	44.70	3598.38	31784.68
41300-004 CONTINUING EDUCATION	520.00	2173.65	6500.00	33.44	40.00	2705.67
41300-007 SHENANDOAH TRAVEL COUNCIL	0.00	.00	24825.00	.00	.00	.00
41300-009 PRINTING/BINDING/STATIONARY	0.00	2767.76	5500.00	50.32	62.14	1179.79
41300-010 ADVERTISING	636.00	3959.63	5000.00	79.19	295.00	3456.08
41300-011 MISCELLANEOUS	304.38	2194.54	2500.00	87.78	974.19	2844.81
41300-012 VRSA INSURANCE	0.00	21635.00	41040.00	52.72	.00	18927.50
41300-019 ANNEXATION EXPENSE	0.00	.00	10000.00	.00	.00	.00
41300-020 DRPT DEMO PROGRAM GRANT	0.00	9617.28	9617.00	100.00	.00	9953.00
TOTAL GENERAL GOVERNMENT	11995.99	121667.62	249298.00	48.80	14443.64	160436.50
FINANCIAL ADMINISTRATION						
41500-001 SALARIES	7395.15	72858.14	103976.00	70.07	7166.04	61648.76
41500-002 FRINGE BENEFITS	3182.66	26718.70	39851.00	67.05	5248.10	27849.02
41500-003 ATTORNEY FEES	750.00-	18110.48	32019.00	56.56	.00	11856.47
41500-004 AUDIT FEES	13000.00	13000.00	13000.00	100.00	.00	.00
41500-005 UTILITIES (TOWN HALL)	2032.50	12146.36	18000.00	67.48	2108.42	12350.92
41500-006 CONTRACTUAL SERVICES	3385.15	29810.49	58000.00	51.40	729.35	7191.06
41500-007 NEWSLETTER	800.93	6586.81	10225.00	64.42	685.20	4839.14
41500-008 POSTAGE	148.48	1531.02	4250.00	36.02	150.89	2251.21
41500-009 PRINTING & STATIONARY	0.00	.00	.00	.00	.00	1284.16
41500-010 OFFICE SUPPLIES	204.15	2372.45	4500.00	52.72	162.35	1953.29
41500-011 MISCELLANEOUS	0.00	208.88	1000.00	20.89	40.00	651.46
41500-029 BANK FEES	851.56	10807.36	17084.00	63.26	1045.71	7927.28
415000000 PART-TIME SALARIES	920.63	2318.49	6335.00	36.60	786.50	5336.15
TOTAL FINANCIAL ADMINISTRA	31171.21	196469.18	308240.00	63.74	18122.56	145138.92
POLICE DEPARTMENT						
42100-001 SALARIES	29557.10	274610.66	408200.00	67.27	29026.43	262079.30
42100-002 FRINGE BENEFITS	14770.40	120197.31	186700.00	64.38	20369.75	110765.35

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	***** Y E A R T O - DATE ***** ACTUAL	ANNUAL BUDGET	% OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
42100-003 COMMUNICATIONS	395.43	2596.90	7850.00	33.08	527.00	4233.51
42100-004 AUTO REPAIR	1281.83	4305.56	7500.00	57.41	175.90	1623.68
42100-005 FUEL	1099.12	8846.53	19500.00	45.37	1171.88	9812.11
42100-006 CONTINUING EDUCATION	0.00	7046.80	12000.00	58.72	498.03	5879.02
42100-007 SUPPLIES/MATERIALS/EVIDENCE	179.45	4989.81	16500.00	30.24	6.49	10931.82
42100-009 UNIFORMS	40.40	92.40	6500.00	1.42	73.98	3998.58
42100-010 MISCELLANEOUS	601.41	869.39	1250.00	69.55	171.78	917.75
42100-011 TECHNOLOGY	0.00	946.98	10500.00	9.02	.00	977.10
42100-012 K-9 EXPENSE	0.00	972.68	2000.00	48.63	.00	496.55
42100-025 POLICE DONATIONS - EXPENDIT	0.00	5500.01	11313.00	48.62	.00	2606.05
42100-029 VRSA RISK SHARING GRANT	0.00	2000.00	2000.00	100.00	.00	2354.41
42100-030 CONTRACTUAL SERVICES	99.00	7954.95	13500.00	58.93	99.00	10025.84
42100-031 INSURANCE RECOVERY EXPENSES	1369.39	15754.60	14385.00	109.52	.00	.00
421000000 PART-TIME SALARIES	0.00	304.00	3344.00	9.09	.00	.00
TOTAL POLICE DEPARTMENT	49393.53	456988.58	723042.00	63.20	52120.24	426701.07
STREETS RECON & MAINTENANCE						
43100-001 SALARIES	13560.77	108697.67	162300.00	66.97	14333.17	132382.76
43100-002 FRINGE BENEFITS	4842.75	48436.55	77994.00	62.10	10941.49	61979.72
43100-003 MECHANICAL	549.94	11509.34	20000.00	57.55	1087.21	11176.93
43100-004 FUEL EXPENSES	2251.30	11685.05	20000.00	58.43	1323.23	12125.28
43100-005 SNOW REMOVAL	727.40	1859.30	5000.00	37.19	.00	2174.80
43100-006 UTILITIES	1435.77	7139.85	15000.00	47.60	1603.79	9139.74
43100-007 STREET LIGHTS	2481.92	16425.90	27000.00	60.84	2272.44	18455.42
43100-008 REPAIRS/SUPPLIES (GEN MAINT)	508.99	7283.52	20000.00	36.42	663.97	12750.21
43100-009 REPAIRS/SUPPLIES (TOWN HALL)	95.00	2626.41	10000.00	26.26	141.57	6437.64
43100-010 UNIFORMS	433.95	4456.84	7199.00	61.91	863.52	3961.12
43100-012 MISCELLANEOUS	265.00	1818.03	2000.00	90.90	207.77	2119.12
43100-013 HOUSEKEEPING (TOWN HALL)	225.00	1762.50	4388.00	40.17	300.00	2118.75
431000000 PART-TIME SALARIES	0.00	10322.00	24700.00	41.79	.00	5452.38
TOTAL STREET RECON AND MAI	27377.79	234022.96	395581.00	59.16	33738.16	280273.87
SANITATION						
43200-003 WASTE COLLECTION	11591.82	91754.20	134000.00	68.47	10740.74	85606.66
43200-004 MISC (FUEL SURCHARGE)	0.00	.00	1000.00	.00	.00	.00
43200-005 LANDFILL FEES	923.77	15198.24	43660.00	34.81	1658.80	18812.72
TOTAL SANITATION	12515.59	106952.44	178660.00	59.86	12399.54	104419.38
CULTURE/RECREATION						
45100-001 COMMUNITY SUPT: DONATIONS	966.10	11162.06	18725.00	59.61	886.96	15493.60

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
45100-002 COMMUNITY SUPT: PUBLIC SAFE	0.00	.00	15000.00	.00	1253.82	11848.08
45100-003 ECONOMIC DEVELOPMENT	0.00	.00	5000.00	.00	.00	5000.00
45100-004 TOWN WIDE ENHANCEMENT PROJE	214.29	1601.04	3172.00	50.47	.00	11661.45
45100-006 MARKETING & EVENTS	309.73	15917.63	45380.00	35.08	490.60	14745.54
45100-007 CROSSROADS FEST MUSIC SERIE	0.00	10160.84	10540.00	96.40	.00	15880.09
45100-008 FAIRWAY 5K	0.00	.00	.00	.00	.00	951.00
45100-009 FIREWORKS	0.00	.00	803.00	.00	.00	6580.00
TOTAL CULTURE/RECREATION	1490.12	38841.57	98620.00	39.39	2631.38	82159.76
PARKS & RECREATION						
46100-001 POOL SALARIES	0.00	25398.38	33100.00	76.73	.00	20803.53
46100-002 FRINGE BENEFITS	0.00	1942.95	2550.00	76.19	.00	1647.39
46100-003 PARK UTILITIES	259.23	1519.95	3500.00	43.43	259.76	1795.00
46100-004 POOL EXPENSES: UTILITIES	584.64	7047.71	8000.00	88.10	469.54	5359.36
46100-005 POOL EXPENSES: CONCESSIONS	40.00	3133.01	5200.00	60.25	.00	1839.68
46100-006 POOL EXPENSES: REPAIRS & SU	0.00	4925.58	8000.00	61.57	43.94	3676.98
46100-007 POOL EXPENSES: POOL CHEMICA	0.00	4130.09	12000.00	34.42	.00	1226.02
46100-008 PARK SUPPLIES & MAINTENANCE	56.15	6138.39	20000.00	30.69	1265.13	13868.76
46100-010 FUEL	0.00	.00	.00	.00	.00	1513.47
46100-011 MISCELLANEOUS	449.86	2314.74	2365.00	97.87	.00	.00
46100-014 NMCC UTILITIES	1864.92	5656.69	10000.00	56.57	1790.91	6789.87
46100-015 NMCC SUPPLIES/MAINTENANCE	1171.75	4222.79	6000.00	70.38	350.29	3397.86
46100-016 NMCC MISCELLANEOUS	0.00	.00	500.00	.00	.00	.00
TOTAL PARKS & REC	4426.55	66430.28	111215.00	59.73	4179.57	61917.92
CARES ACT EXPENSES						
TOTAL CARES ACT EXPENSES	0.00	.00	.00	.00	.00	.00
AMERICAN RESCUE PLAN (ARPA)						
48100-001 AMERICAN RESCUE PLAN (ARPA)	1337.04	45392.04	1485047.00	3.06	529.57	172479.49
48100-002 ARPA LAW ENFORCE EQ GRANT	0.00	24061.11	92000.00	26.15	.00	.00
TOTAL ARPA EXPENSES	1337.04	69453.15	1577047.00	4.40	529.57	172479.49
DEBT SERVICE						
49500-002 GEN OBLIG BOND SERIES 2023	0.00	17396.17	17396.00	100.00	.00	.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

		CURRENT	* * * * * Y E A R T O - D A T E * * * * *			THIS MTH-	Y-T-D
		MONTH	ACTUAL	ANNUAL BUDGET	% OF BUDGET	LAST YEAR	LAST YEAR

49500-003	LOAN PAYMENT - PW EQUIP	11803.02	11803.02	11803.00	100.00	.00	.00
495000000	LOSS ON SALE OF PROPERTY	0.00	.00	.00	.00	.00	52274.22
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	TOTAL DEBT SERVICE	11803.02	29199.19	29199.00	100.00	.00	52274.22

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	* * * * * ACTUAL	* * * * * Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR

CAPITAL OUTLAY						
49600-001 PUBLIC WORKS	226253.00	449027.37	1154660.00	38.89	786.29	49649.74
49600-005 COMMUNITY PARK IMPROVEMENTS	5681.75	5681.75	64500.00	8.81	.00	7995.00
49600-006 CONTINGENCY	0.00	6037.50	15000.00	40.25	.00	.00
49600-011 PARK IMPROVEMENTS CARRYOVER	0.00	12280.00	40000.00	30.70	.00	.00
496000000 ADMINISTRATIVE	0.00	.00	2500.00	.00	3540.00	53850.89
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TOTAL CAPITAL OUTLAY	231934.75	473026.62	1276660.00	37.05	4326.29	111495.63
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TOTAL EXPENSES	383445.59	1793051.59	4947562.00	36.24	142490.95	1597296.76
PROFIT OR LOSS	211121.34-	708212.10	102523.00	690.78	29920.26-	168309.70-

UNAUDITED

BALANCE SHEET WITH BUDGET COMPARISON
AS OF FEB 29, 2024

Account Number

A S S E T S

CASH

141000000	CASH ON HAND	300.00
14200-002	CASH - PRIMIS	237147.64
14200-003	CASH - PRIMIS MONEY MARKET	35250.83
14200-004	CASH - TRUIST MONEY MARKET	121601.72
14200-005	CASH - TRUIST	96498.22
14200-006	LOAN ESCROW ACCOUNT	143875.13

TOTAL CASH 634673.54

OTHER ASSETS

14700-001	ALLOWANCE FOR UNCOLLECT A/R	(74372.39)
147000000	WATER & SEWER RENTS RECEIVABLE	334430.02
155000000	ACCOUNTS RECEIVABLE	11696.52
158000000	PREPAID EXPENSES	47955.68
15900-001	BROADWAY WWTP PROJECT	2250000.00
15900-002	LAND	632375.55
159000000	PIPELINE AND PUMPSTATION	5203155.19
160000000	OFFICE EQUIPMENT	53885.14
16100-001	WATER & SEWER LINE EQUIPMENT	204205.64
16100-002	WATER & SEWER LINE EQUIP A/D	(138742.63)
161000000	WATER AND SEWER LINES	5311169.72
16200-001	WELL EQUIPMENT	68137.40
16200-002	WELL EQUIPMENT A/D	(66713.48)
162000000	WELLS AND EQUIPMENT	539137.79
163000000	WATER STORAGE TANK	141727.25
164000000	FILTRATION PLANT	3033524.47
16500-001	CONSTRUCTION IN PROGRESS	630756.60
165000000	SEWAGE DISPOSAL PLANT	3273868.27
166000000	TRUCKS	138829.43
16700-001	ACCUM DEP - WATER & SEWER LINE	(2682921.16)
16700-002	ACCUM DEP - WELL & EQUIP	(343828.06)
16700-003	ACCUM DEP - WATER TANK	(141727.27)
16700-004	ACCUM DEP - FILTER PLANT	(1562765.50)
16700-005	ACCUM DEP - SEWER DISPOSAL PLT	(2586905.54)
16700-006	ACCUM DEP - EQUIPMENT, TRUCKS	(114227.64)
16700-007	ACCUM DEP - OFFICE EQUIP	(49766.29)
16700-008	ACCUM DEP - PIPELINE & PUMPSTA	(1245993.47)
16700-009	ACCUMULATED AMORTIZATION	(771429.97)
169000000	DEFERRED OUTFLOW OF RESOURCES	128776.00
170000000	DEFERRED OUTFLOWS - GLI	6861.00

UNAUDITED

BALANCE SHEET WITH BUDGET COMPARISON
AS OF FEB 29, 2024

Account Number

TOTAL OTHER ASSETS	12231098.27
	=====
TOTAL ASSETS	12865771.81
LIABILITIES & SURPLUS/DEFICIT	
LIABILITIES	
24100-003	A/P COMP ABSENCES 25790.62
241000000	ACCOUNTS PAYABLE 7146.15
24200-001	WATER & SEWER OVERPAYS (584.57)
242000000	WATER & SEWER DEPOSITS PAYABLE 36032.50
248000000	ACCRUED INTEREST PAYABLE 11146.88
249000000	DUE TO GENERAL FUND 177508.00
25000-003	2019 VRA LOAN PAYABLE 870000.00
25000-004	BOND PREMIUM (2019 VRA LOAN) 166337.29
25000-005	DEFERRED AMOUNT ON REFUNDING 46725.59
25100-002	2009 REVOLVING LOAN PAYABLE 942574.64
253000000	OPEB LIABILITY - GLI 20332.00
255000000	VRS NET PENSION LIABILITY 325768.00
256000000	DEFERRED INFLOW OF RESOURCES 54988.00
257000000	DEFERRED INFLOWS - GLI 4129.00

TOTAL LIABILITIES	2687894.10
SURPLUS/DEFICIT	
28100-001	RESERVE FOR FUTURE CAP PROJECT 125000.00
281000000	WATER AND SEWER FUND BALANCE 9783340.13
	CURRENT SURPLUS/DEFICIT 269537.58

TOTAL SURPLUS/DEFICIT	10177877.71
	=====
TOTAL LIABILITIES AND SURPLUS	12865771.81

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	***** YEAR TO DATE ***** ACTUAL	***** YEAR TO DATE ***** ANNUAL BUDGET	***** YEAR TO DATE ***** % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR

INCOME						
39100-001 SEWER SERVICE BILLING	95779.99	767013.07	1107700.00	69.24	81191.31	713162.32
391000000 WATER SERVICE BILLING	84033.38	673976.36	954000.00	70.65	69740.31	622870.57
39200-001 SEWER CONNECTION FEES	3000.00	9000.00	6000.00	150.00	3000.00	9000.00
39200-002 WATER METER INCOME	785.97	1301.01	515.00	252.62	515.04	2575.20
392000000 WATER CONNECTION FEES	2000.00	6000.00	4000.00	150.00	2000.00	12000.00
393000000 CONNECTION FEES & RECONNECT	180.00	6044.56	6000.00	100.74	1939.63	6596.51
39400-004 AMERICAN RESCUE PLAN ACT(AR	0.00	.00	.00	.00	33559.70	120338.59
394000000 INTEREST EARNED ON SAVINGS	621.91	5384.20	7771.00	69.29	270.34	1293.88
395000000 MISCELLANEOUS	0.00	3.46	.00	.00	.00	.00
39600-001 LOAN PROCEEDS - WATER TANK	0.00	.00	4030000.00	.00	.00	.00
39600-002 LOAN PROCEEDS - EQUIPMENT	0.00	315000.00	315000.00	100.00	.00	.00
397000000 WATER/SEWER PENALTIES	2617.53	19045.25	23000.00	82.81	1379.60	14120.71
399000000 TRASH COLLECTION FEES	0.00	.00	.00	.00	.00	72.00
	-----	-----	-----	-----	-----	-----
TOTAL INCOME	189018.78	1802767.91	6453986.00	27.93	193595.93	1502029.78
EXPENSES						
WATER DEPARTMENT						
71000-001 SALARIES	10551.23	111957.24	174812.00	64.04	10869.66	71798.88
71000-002 FRINGE BENEFITS	4135.08	52821.91	85242.00	61.97	6857.66	35087.91
71000-003 WELL SYSTEM - UTILITIES	4439.59	31484.46	44300.00	71.07	4185.52	29556.00
71000-004 WELL SYSTEM - REPAIRS	1818.92	3249.84	5000.00	65.00	.00	5241.00
71000-005 WELL SYSTEM - CHEMICALS	1056.42	16802.26	27000.00	62.23	.00	1036.80
71000-006 WATER TREATMENT PLANT UTILI	4814.45	34319.62	46000.00	74.61	4816.27	32085.31
71000-007 WATER METERS	0.00	11171.50	12000.00	93.10	2415.25	8246.44
71000-008 TREATMENT PLANT SUP & MATLS	1518.80	5089.31	16000.00	31.81	2166.43	14419.81
71000-009 DISTRIBUTION SYSTEM SUPP &	778.79	15453.43	25306.00	61.07	.00	20833.52
71000-010 VEHICLE REPAIRS & MAINTENAN	0.00	2845.93	3000.00	94.86	67.52	2078.45
71000-011 FUEL	532.20	4613.55	7541.00	61.18	586.25	4508.89
71000-012 WATER TREATMENT REPAIRS & M	4489.19	6537.05	12000.00	54.48	545.25	12682.04
71000-013 WATER TESTING (LAB)	0.00	1521.04	6000.00	25.35	2579.38	3141.37
71000-014 ROAD CUTS AND REPAIRS	0.00	9993.86	30000.00	33.31	110.00	15040.17
71000-015 UNIFORMS	285.20	1666.89	1200.00	138.91	271.96	1678.75
71000-016 OUTSIDE CONTRACTED LABOR	1200.00	2100.00	9000.00	23.33	.00	7812.00
71000-017 MISCELLANEOUS	8.30	830.58	1000.00	83.06	68.03	788.50
71000-018 PERMITS & DUES	40.00	3833.00	4000.00	95.83	.00	3623.00
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TOTAL WATER DEPARTMENT	35668.17	316291.47	509401.00	62.09	35539.18	269658.84
WATER TREATMENT						

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR

TOTAL WATER TREATMENT	0.00	.00	.00	.00	.00	.00
SEWER DEPARTMENT						
73000-001 SALARIES	8926.75	76454.53	115594.00	66.14	6756.55	57541.77
73000-002 FRINGE BENEFITS	3636.85	32464.49	50472.00	64.32	4204.55	25582.22
73000-003 LIFT STATION UTILITIES	3939.73	16138.77	25000.00	64.56	2779.24	13214.52
73000-004 NF PUMP STATION UTILITIES	3745.86	14504.27	25000.00	58.02	2847.21	15029.78
73000-005 COLLECTION SYSTEM SUPP/MAT	251.46	4568.98	12000.00	38.07	2662.71	9551.35
73000-007 LIFT STATION REPAIRS/SUPPLI	893.60	2930.97	5000.00	58.62	.00	4997.80
73000-010 WATER TESTS (LAB)	0.00	.00	250.00	.00	.00	78.93
73000-012 UNIFORMS	0.00	.00	500.00	.00	.00	.00
73000-013 VEHICLE REPAIR AND MAINT	20.00	818.65	2000.00	40.93	.00	487.45
73000-014 FUEL	0.00	.00	500.00	.00	.00	.00
73000-015 MISCELLANEOUS	0.00	444.94	1000.00	44.49	276.07	291.06
73000-016 PERMITS AND DUES	0.00	80.00	500.00	16.00	.00	.00
73000-017 BROADWAY TREATMENT COSTS	61360.59	229371.32	424000.00	54.10	34942.63	226074.72
73000-031 INSURANCE RECOVERY EXPENSES	0.00	1366.61	1367.00	99.97	.00	.00

TOTAL SEWER DEPARTMENT	82774.84	379143.53	663183.00	57.17	54468.96	352849.60
SEWAGE TREATMENT						

TOTAL SEWAGE TREATMENT	0.00	.00	.00	.00	.00	.00
ADMINISTRATIVE AND GENERAL						
75000-001 SALARIES	14348.25	124501.06	180955.00	68.80	13691.50	126606.47
75000-002 FRINGE BENEFITS	5834.55	44441.83	58797.00	75.59	8308.47	51803.68
75000-003 ATTORNEY FEES	750.00-	18110.50	25000.00	72.44	.00	11856.50
75000-004 AUDIT FEES	13000.00	13000.00	13000.00	100.00	.00	.00
75000-005 OFFICE SUPPLIES	189.77	2992.11	4000.00	74.80	115.58	2757.12
75000-006 POSTAGE	474.68	4364.84	7500.00	58.20	452.84	4201.92
75000-007 VRSA INSURANCE	0.00	21004.00	42500.00	49.42	.00	18927.50
75000-008 CONTINUING EDUCATION	125.00	800.00	2500.00	32.00	.00	100.00
75000-009 CONTRACTUAL SERVICES	1168.89	23532.84	57000.00	41.29	336.00	12808.49
75000-010 MISCELLANEOUS	0.00	.00	700.00	.00	.00	.00
75000-014 BANK FEES	889.09	10817.33	12000.00	90.14	1186.39	9575.40
750000000 PART TIME SALARIES	920.62	2318.47	6335.00	36.60	786.50	5336.10
755000000 AMERICAN RESCUE PLAN ACT(AR	0.00	.00	.00	.00	33030.13	120338.59

TOTAL ADMIN AND GENERAL	36200.85	265882.98	410287.00	64.80	57907.41	364311.77
DEBIT SERV - W & S BONDS						

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING FEB 29, 2024

	CURRENT MONTH	***** YEAR TO - DATE ***** ACTUAL	ANNUAL BUDGET	% OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
76000-006 RLF FORCE MAIN/PUMP STATION	0.00	62838.30	126000.00	49.87	.00	62838.30
76000-011 VRA GEN OBLIGN SERIES 2019B	0.00	132293.75	151769.00	87.17	.00	124856.25
76000-013 LOAN - MISC EQUIPMENT	19568.00	19568.00	19568.00	100.00	.00	.00
TOTAL DEBIT SERV W & S	19568.00	214700.05	297337.00	72.21	.00	187694.55
CAPITAL OUTLAY						
77100-001 SEWER DEPARTMENT	10170.00	80465.00	185720.00	43.33	.00	.00
77100-006 CIVIL ENGINEERING	0.00	.00	25000.00	.00	.00	.00
77100-007 WATER CONTINGENCY	0.00	939.46	10000.00	9.39	.00	.00
77100-008 SEWER CONTINGENCY	0.00	.00	10000.00	.00	.00	.00
77100-009 W/S ADMINISTRATION	0.00	.00	2500.00	.00	.00	.00
77100-015 SEWER DEPARTMENT CARRYOVER	0.00	.00	18707.00	.00	.00	15670.10
771000000 WATER DEPARTMENT	20530.48	275807.84	4280521.00	6.44	68614.52	268435.41
TOTAL CAPITAL OUTLAY	30700.48	357212.30	4532448.00	7.88	68614.52	284105.51
DEPRECIATION						
TOTAL DEPRECIATION	0.00	.00	.00	.00	.00	.00
TOTAL EXPENSES	204912.34	1533230.33	6412656.00	23.91	216530.07	1458620.27
PROFIT OR LOSS	15893.56-	269537.58	41330.00	652.16	22934.14-	43409.51

UNAUDITED

1 **Minutes of the New Market**
2 **Town Council Meeting**
3 **Tuesday, February 20th, 2024**
4 **6:30 pm**
5

6 The New Market Town Council met in the Council Chambers of the Arthur L.
7 Hildreth, Jr. Municipal Building on Tuesday, February 20, 2024 with the following
8 members present: Mayor Larry Bompiani, Vice-Mayor Peggy Harkness, Bob King, Peter
9 Hughes, Scott Wymer, Daryl Watkins and Janice Hannah.

10
11 Mayor Bompiani called the meeting to order at 6:30 p.m. and established a
12 quorum with 7 members present. The Pledge of Allegiance was recited in unison.
13 Mayor Bompiani welcomed all visitors and guests.

14
15 **Approval of the Agenda:**

16
17 **Mrs. Harkness moved to approve the agenda as presented. Mr. Wymer**
18 **seconded the motion. With no further discussion, the motion was carried with a**
19 **unanimous 6-0 vote.**

20
21 **Mrs. Hannah Aye Mr. King Aye**
22 **Mr. Watkins Aye Mrs. Harkness Aye**
23 **Mr. Hughes Aye Mr. Wymer Aye**
24
25

26 **Consent Agenda:**

27
28 **Mr. Wymer moved to approve the Consent Agenda which included the**
29 **minutes from the January 16th, 2024 Meeting of the New Market Town Council,**
30 **minutes form the February 6th, 2024, Special Called Work Session of the New**
31 **Market Town Council, along with the January 2024 financial statement. Mr. King**
32 **seconded the motion, with no further discussion, the motion was carried with a**
33 **unanimous vote of 6-0.**

34
35 **Mrs. Hannah Aye Mr. King Aye**
36 **Mr. Watkins Aye Mrs. Harkness Aye**
37 **Mr. Hughes Aye Mr. Wymer Aye**
38
39
40

41 **Public Hearing:**

42 Mrs. Teresa Green, Town Treasurer, gave a power point presentation and explained the
43 proposed Budget Amendment FY23-24 #1. Mrs. Green went into detail about each
44 budget category. The power point and the summary are filed with the minutes. The public
45 hearing to accept comments from citizens on the proposed FY23-24 Budget Amendment
46 #1 was opened at 6:48 p.m. by Mayor Bompiani. Several citizens were present at the
47 meeting, but no comments were made. With no citizen comments, the mayor closed the
48 public hearing at 6:49 p.m.
49

50 **Citizen Comments and Petitions:**

51

52 Mr. Tyler Mongold, representative for the New Market Volunteer Fire and Rescue Squad
53 Department, provided a power point presentation with an update on the department's
54 calls over the last month, volunteer base, fundraisers, equipment update, training and
55 community outreach. They have increased duty nights to include Thursday evenings.
56 They put in 168 duty hours and 96 fundraising hours, and 42 training hours. For the
57 month of January, the volunteers helped with roughly 40% of the call volume, due to
58 career staff being on calls. The new engine has arrived, and he stated they did bring the
59 apparatus to the meeting in case anyone wanted to see it. Mr. Watkins asked what area
60 they cover on the interstate going North and to the West of New Market. Mr. Mongold
61 explained that North bound is up to Mt. Jackson. Going West for the EMS side, they go
62 to Timberville limits, but the fire side goes to Wagon Wheel Lane. Mr. King inquired
63 about Timberville's fire department, and how it is 100% volunteer. Mr. Mongold stated
64 that Timberville is in deed 100% volunteer ran, but do a good job making all of their
65 calls.

66

67 Mr. Jeff Mongold followed Mr. Tyler Mongold and presented a budget increase request
68 for FY24-25 in the amount of \$12,000 to assist with the telephone and gas bills. The
69 Town currently helps pay for other utilities, except for the above-mentioned bills. Mr.
70 Mongold stated that to his knowledge there was a reduction to the Town's contribution
71 when the fire company and rescue squad merged. He stated that to his knowledge that
72 when the companies were separate the combined contribution was \$80,000, which was
73 \$40,000 per department. When the departments merged the contribution went to \$40,000.
74 He stated that with the increase of \$12,000 allowing the Town to save \$28,000. The
75 increase requested will help offset equipment and maintenance of the apparatus. He
76 explained that there has not been an increase in the budget in years, and due to inflation,
77 everything has increased. Mr. Mongold gave a report on the new apparatus, 1992
78 Seagrave. The apparatus will need to be painted and equipped with tools. Mr. Mongold
79 stated the department budgeted \$75,000 for this project and will be asking for donations
80 from local businesses to help with the cost. The New Market Fire and Rescue Department
81 would like to request a donation from the town to also help with this endeavor. Mr.
82 Mongold did note that the Town did donate \$50,000 to help with the purchase of the
83 engine. A requested donation amount was not given. A copy of Mr. Mongold's
84 presentation is on file with the minutes.

85

86 **Committee Reports: none**

87

88 **Staff Reports:**

89

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

91 Mr. Fadley gave a power point presentation. Mr. Fadley reported that the Public
92 Works Department put in two new water taps. They replaced a lateral going to the sewer
93 main. There were a few sewer backups in town that were fixed. They continue to with
94 daily maintenance of parks, restrooms and shelters, and the street and sidewalk
95 maintenance. They worked on snow removal and replaced netting at Rebel Field. The
96 Water Department installed a new PLC on CMF#1, replaced drive belts on Pump #4 at
97 the North Fork Pump Station. They rebuilt a finish pump, calibrations were completed,

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Mr. Hughes made a motion to appoint Mrs. Sherri Erbaugh to the Historic Overlay Board. Mrs. Hannah seconded the motion, with no further discussion the motion passed on the following 6-0 roll call vote:

Mrs. Hannah	Aye	Mr. King	Aye
Mr. Watkins	Aye	Mrs. Harkness	Aye
Mr. Hughes	Aye	Mr. Wymer	Aye

The third action item was the discussion and consideration of the re-appointment of Mr. William “Bill” Stevenson to the Board of Zoning Appeals (BZA). Mr. Garrison explained that Mr. Bill Stevenson’s appointment is expiring for the Board of Zoning Appeals. He has expressed an interest in serving again. Mr. Garrison stated that the need would be for the council to make a motion to petition the Circuit Court to appoint Mr. Stevenson to the BZA.

Mrs. Harkness made a motion to recommend the Board of Zoning Appeals appointment of Mr. William “Bill” Stevenson to the circuit court and authorize the Town Attorney to file the petition. Mr. Hughes seconded the motion, with no further discussion the motion passed on the following 6-0 roll call vote:

Mrs. Hannah	Aye	Mr. King	Aye
Mr. Watkins	Aye	Mrs. Harkness	Aye
Mr. Hughes	Aye	Mr. Wymer	Aye

The fourth action item was the discussion and consideration of the New Market Farmer’s Market Request for permission to utilize the public parking lot on South Congress Street during the 2024 season. Mr. Garrison explained that this request is the same request as previous years. The letter of request that shows the exact request is filed with the minutes.

Mr. King made a motion to approve the request of the New Market Farmer’s Market. Mr. Wymer seconded the motion, with no further discussion the motion passed on the following 6-0 roll call vote:

Mrs. Hannah	Aye	Mr. King	Aye
Mr. Watkins	Aye	Mrs. Harkness	Aye
Mr. Hughes	Aye	Mr. Wymer	Aye

The fifth action item was the discussion and consideration of the New Market Poultry Water Connection request. Mr. Garrison stated that the New Market Poultry Plant contacted us to discuss the possibility of them being able to connect to our water system at their sewer treatment plant. This would be residential 3/4” connection to just serve their office. This connection would not utilize a lot of water, or a large tap into our system. They were currently being served by a well. The connection is an outside of town

195 connection, which is why we need council approval. They will be paying the outside
196 connection fee. The water main would tie in at the front of their entrance. Mayor
197 Bompiani spoke to the fact that the poultry plant is our biggest user of water. Mrs.
198 Hannah wanted to clarify that this will be for only the office use purposes, and Mr.
199 Garrison stated it would be only for office use. Mrs. Harkness asked if it would be used
200 for poultry operations. Mr. Garrison clarified that he had verified that it would be for
201 office use. Mr. Watkins asked if we had an estimate of how much water would be used.
202 Mr. Garrison explained that with it being a residential tap, and for office use only it
203 would not be much water.

204

205 **Mr. Hughes made a motion to accept New Market Poultry's request for a**
206 **sewer connection. Mr. Watkins seconded the motion, with no further**
207 **discussion the motion passed on the following 6-0 roll call vote:**

208

209

210 Mrs. Hannah	Aye	Mr. King	Aye
211 Mr. Watkins	Aye	Mrs. Harkness	Aye
212 Mr. Hughes	Aye	Mr. Wymer	Aye

213

214

215

216 The sixth action item is the discussion and consideration of the Department of Historic
217 Resources' request. Mayor Bompiani reminded the council that this request was in the
218 packet for them to review, and asked Mr. Garrison to start the discussion. Mr. Garrison
219 explained that the Department of Historical Resources is looking to place an open space
220 easement on 9410 South Congress Street. This property is owned by the Shenandoah
221 Valley Battlefield Foundation, but the easement will be held by the Virginia Board of
222 Historic Resources. He gave a brief history update on the property at 9410 South
223 Congress Street, also known as Dr. Stauffer's office. He explained that essentially the
224 request is asking for a response in writing to confirm that the open space easement that
225 they would like to place on the property is in fact consistent with the Town of New
226 Market's current comprehensive plan. His understanding is that upon approval there is
227 additional funding that the Shenandoah Valley Battlefields Foundation can use to be able
228 to renovate the structure. This is a very similar request that was presented from DHHR
229 back in November. He stated that Mr. Keven Walker, and Mr. Jack Owens from the
230 Shenandoah Valley Battlefields Foundation were present for any questions.

231

232 Mr. Walker was invited to speak to council and give more information. Mr. Walker
233 thanked council for the time to speak. Mr. Walker explained that this is a request from the
234 Department of Historic Resources and it is not unlike any requests that they have had
235 before. This is a request for the town to agree to put this property under conservation
236 easement. He explained the difference between a conservation easement on this property
237 versus the other properties in the past is that it will not affect how the property is
238 currently being used. In the past, the requests for conservation easements were for open
239 space farmland, which meant it could never be developed. That is not the case in this
240 particular property. He stated that it would not change its ability to being resold. It does
241 not change its ability to be used as a commercial property. None of that changes. He went
242 on to state that it does allow for them to be able to begin the restoration process of that
243 property. Mr. Walker spoke to the investments that the Shenandoah Valley Battlefields

244 Foundation has made over the past 18 months as a whole, but also for just the Town of
245 New Market. He stated that SVBF has \$1.7 million that they will be investing in the
246 Town of New Market, along with another million dollars that will be invested in this
247 property alone. If the easement is allowed they will be able to establish the help of the
248 Commonwealth of Virginia. Mr. Walker reinforced that they have made a major
249 investment in the town over the last 25 years, and have made tremendous increases in net
250 investment of the last couple of years. While this work is been done quietly behind the
251 scenes as we've been working a lot to prepare for the 160th anniversary of the Battle of
252 New Market. This property in particular ties into that. As Nathan mentioned the first floor
253 of the property that it will be used as a museum that highlights women of war, the
254 African American experience during the war and war on the home front. This will flow
255 with what is learning on the battlefield, plus an additional attraction for downtown New
256 Market. He explained the second floor is currently being used for staff housing and the
257 third floor is used as a guesthouse for major donors and board members when they visit
258 New Market. Mr. Walker stated he was happy to answer any questions the council may
259 have.

260
261 Mayor Bompiani thanked Keven for the information and that it was appreciated. He
262 opened the floor for council to ask questions. Mr. Hughes noted that these plans have
263 been happening quietly behind the scenes. Mr. Hughes asked if there were any changes in
264 the request since the last time it had come before the council. Mr. Walker explained that
265 there were no changes and wanted to reiterate the fact that this permit will be forever on
266 this property. In this case, because it is already a commercial property and it will continue
267 to be used as one.

268
269 Mr. Wymer inquired about the impact it would have if the building was to ever be torn
270 down. He said the easement could affect whether someone could tear the building down
271 and build something else correct? It will preserve that building 100% so nothing can ever
272 be put there even 75 years from now. Mr. Walker responded to Mr. Wymer that yes the
273 building will stay there forever. He went on to explain the reason that the Commonwealth
274 of Virginia and the SVBF feel that is a good idea is because it represents an essential part
275 of not only our historic streetscape, but also our cultural heritage here in New Market. He
276 stated it is one of the very first black schools in the Shenandoah Valley, and they would
277 be honored to protect it.

278
279 Mrs. Hannah asked what the timeframe of completion would be. Mr. Walker explained it
280 would be about a 3 year project after the historic structure report and physical work. He
281 explained the details of restoring the building to its original form. They will be taking the
282 stucco siding off of the building and it will have wood siding, and restore the roof line.
283 Mrs. Hannah asked if the building would be open to the public daily, and Mr. Walker
284 replied that it would. She asked if he could explain the floor level uses again. She asked
285 for clarification of who would be managing the tenants. Mr. Walker explained that the
286 SVBF would be the ones handling the tenants.

287
288 Mr. King inquired if the Foundation (SVBF) was currently paying property taxes. Mr.
289 Walker stated that yes they do, and explained that the Foundation does in fact pay
290 property taxes to both the Town and Shenandoah County. He stated they are eligible to
291 apply for tax exempt status; however the 4y have elected not to because they know that
292 both the Town and County needs every dime it can get and they are trying to contribute.

293 Mayor Bompiani inquired about the Lutheran parsonage and that he is of the
294 understanding that it is to be torn down, which in turns lowers the property value. Mr.
295 Walker stated he is unsure of how the assessments are done, but they will pay whatever
296 they are invoiced for the property taxes. Mayor Bompiani inquired the difference
297 between this time and the easement allowed at the Lutheran parsonage.
298

299 Mr. Walker explained that to preserve the property at the parsonage lot, the house has to
300 be removed und the HR guidelines, because it is not historic. The lot was an open lot at
301 the time of the period of significance in history. The lot in question tonight, it is both the
302 structure and the lot that are historic, a historic easement requires that the non-historic
303 structure be removed at the parsonage lot. Mayor Bompiani clarified that 9410 South
304 Congress property was built after the Civil War, and therefore we were not dealing with a
305 civil war structure, but more the African American education history. Mr. Walker agreed
306 that it is about history and reconstruction of a property that is associated with the
307 American Civil War, and its reconciliation period in New Market's history. Mayor
308 Bompiani stated that he appreciated that. He inquired about the Rice house, and Mr.
309 Walker stated he would answer any questions about that. Mayor Bompiani stated he
310 didn't want to make the meeting longer, however he did want to make sure he was
311 hearing that the cottage at the 9410 South Congress property will not be torn down, and
312 the Rice property has the same historic value it will not be torn down. Mr. Walker spoke
313 in detail about each property that had been brought up. He spoke to the orginal plan for
314 the parsonage was to create a research library and a visitor facility. However due to
315 requirements for parking, as required by the Town of New Market, it did not come to
316 fruition. He stated they even looked at trying to move the building, but those avenues
317 didn't work out. Demolishing the parsonage is the last resort because they have to under
318 the terms of the funds received to purchase the lot and restore it to its original manner. In
319 reference to the Rice house and the Rupert House (9410 S. Congress Street) these will be
320 maintained as historic structures in perpetuity forever.
321

322 Mr. King inquired about the 9410 South Congress Street property stating the back of it is
323 essentially a cut through for the public. Mr. Walker explained they agree and recognize
324 that. They would essentially be able to fence it off, but they have no intention of doing
325 that at all. He explained what they would like to do is restore it something similar to what
326 the Rubert structure would have had in 1867 like a courtyard behind it leaving enough
327 room for parking, a cut through, as well as busses.
328

329 Mr. Wymer inquired about the possibility of demolition if the building were in disrepair
330 later on down the road. Mr. Walker stated that if it were not preserved it would be
331 potentially mean heavy penalties for the foundation or the current owner at that time. It
332 will be reviewed yearly by the Department of Historic Resources. Due to that process
333 degradation of the structure will not happen. It can be replaced if something like a fire
334 were to happen. He stated they do keep a significant amount of insurance on all
335 properties to make sure to replace and our restore to the original look.
336

337 Mr. Hughes did a verbal run through of all the properties that the SVBF has requested
338 easements for. He discussed that at the time of the approval of certain properties the
339 council was informed of the plans, but now those plans for the parsonage are not going to
340 happen and the building torn down. Mr. Walker explained if there were amendments that
341 could be made for the Town code and regulations for parking, it can be revisited. Mr.

342 Hughes asked for clarification whether it was being torn down due to the parking or
343 because of the lack of historical value. Mr. Walker explained that the building can stay if
344 there was a clear and present use that supports the mission of the foundation. If not, it has
345 to be torn down. The parking issue was unresolved, and the investment for handicap
346 accessibility required wasn't warranted with the amount of use. He explained they did try
347 to get VDOT approved parking, but they needed on street parking approved, which is was
348 not. They contacted the lady who owns the adjacent property as she has a business, but it
349 didn't work for her.

350

351 The conversation continued with Mr. Walker explaining the differences of the properties
352 and which ones the SVBF asked for easements for. Mr. Hughes stated that his concern is
353 providing another easement when other property projects have not been completed, and
354 concern about an earnest effort to move forward with these improvements. Mr. Walker
355 explained that just like government bodies, they deal with public funding and deal with
356 requirements of public money. These projects are very complicated and need to be well
357 thought out, just like the water tower project and sidewalk projects of the Town. When
358 planning you go down a path and something changes and you have to do something else.
359 We are dealing with lots of moving parts. He offered to sit down and discuss the year of
360 year progress with any member of council. He explained they have completed millions of
361 dollars in land acquisition, and millions of dollars of purchasing materials and supplies.
362 He did stated that it took a year and a half to complete installation of historic signs due to
363 the Town.

364

365 Mrs. Harkness stated she feels this is different in the sense that the Department of
366 Historic Resources is involved with this. Mr. Walker agreed and stated that they are
367 involved in several of the properties.

368

369 Mr. Hughes stated that he does not feel they are the same in reference to the
370 responsibility of updating the community. He stated that yes it does take a long time for
371 some projects, and it is frustrating. But the Town has to keep the community updated. His
372 concern is with the fact that there is no communication of progress or plans for these
373 properties, or any visible progress. Mr. Walker first thanked council for the updates, as a
374 New Market citizen he does appreciate them, and does read his newsletters. He also
375 differentiated the foundation from the town in the sense that the Town is a public body
376 and has a responsibility to update citizens that elected them and those providing funds.
377 The foundation is private and not a public body, and their properties are private
378 properties. He stated the foundation comes to the town when they need approval, and are
379 very excited about what they think they are adding to New Market and doing it at their
380 own expense. He talked about tourism and agriculture are the two largest industries in
381 Virginia. He gave an update on the trail, as he has been asked about that, and the road
382 blocks that have happened with that project. He stated they are adapting to realities as
383 they go along, and are getting things done. He reiterated the funds that they investing in
384 the town of New Market, instead of other localities to help with economic activity and
385 battlefield preservation, and proud that this is their hometown. This is private property
386 and we come and give you information because we are good citizens, and because we
387 want to contribute the community. But if you want to know why we don't update you on
388 a daily basis is because we don't work for you.

389

390 Mayor Bompiani addressed Mr. Walker to reiterate some of their conversations over the
391 past year. He noted that this is a symbiotic relationship, as even though they are a private,
392 they come to the Town for help. He spoke to the frustration of the council in reference to
393 the roadblocks that the battlefield foundation has created during certain town projects,
394 such as the water tower. The mayor proceeded to move the meeting forward for a vote,
395 and Mr. Walker asked for clarification before he left. He asked if the Mayor was
396 insinuating that the support for the preservation of one of the first black schools in the
397 Shenandoah Valley is predicated on how they have cooperated with the town in the past
398 based on their mission given to them by Congress to preserve their field. Mayor
399 Bompiani addressed the question, and stated that this was not a racial issue, and Mr.
400 Walker restated his question. Mayor Bompiani said that his comment was based on that
401 of the previous relationship with the Battlefield Foundation over the past five years. Mr.
402 Walker inquired if council has a list of businesses that have invested as much in the town
403 as they have. The Mayor acknowledge that they have purchased a lot of property. Mr.
404 Walker stated that they are preserving our culture and heritage and getting ready to open
405 these sites at their expense.

406
407 Mayor Bompiani stated that council would like to see these projects come to fruition, as
408 the towns will.

409
410 Mrs. Hannah spoke to say it was disheartening to hear this conversation from both sides
411 and what she sees is a huge lack of communication and respect. What you are doing is
412 honorable, and is a great use of that building. But if you can't trust the process, that
413 where the problem is. She asked if they would be able to give some updates along the
414 way and intentions. If plans change, let council know, not for approval or permission, but
415 just out of respect. Mrs. Hannah spoke about trust from both sides, and we have to start
416 somewhere. She stated the conversation was becoming about issues that aren't related to
417 the action item at hand, but deep seeded and it needs to change. Mrs. Hannah asked for an
418 update as partners. Mrs. Harkness agreed, but stated it didn't need to be a big deal to
419 come before the council. Mr. Walker stated that he has been updating council members
420 individually over time, but apparently the information isn't shared. Mr. Walker stated that
421 for the record if there's any changes made to this project or any of the other projects that
422 they have committed to post this meeting I will communicate it as you request Vice
423 Mayor. He stated he would communicate via email.

424
425 Mr. Wymer noted that the funds they receive are public funds. Mr. Walker stated that was
426 correct, and they also have funds from the state, federal government and private donors.

427
428 Mr. King asked if the parking was going to be an issue. Mr. Walker explained it was
429 twofold. The building is in the historic area and per code it can be commercial without
430 off street parking, and the discussed pass through or accepted easement of right away in
431 the back. We will be able to establish some parking in the back. Mr. King stated his
432 concern that we use the public parking lot for events and if they need to use the lot for
433 parking.

434
435 Mr. Hughes asked what the timeframe of construction and money to be spent on
436 construction. He acknowledged the early timeframe of three years, but wanted more
437 details. Mr. Walker discussed the process and working with the Department of Historic
438 Resources, so therefore it complicates the process a little bit because they are very

439 interested in it. The first steps are structure reports which will take 10 months to say a
440 year. Then construction can begin. He went into details of the renovations per floor. He
441 ended with saying he can't give specifics as to how long that project will take, but it is
442 safe to say three year timeline, but it is a rough estimate. It is an old building and we
443 don't know what issues may arise.

444

445 Mr. Hughes asked for the same run down on the Rice property. Mr. Walker explained
446 that the property has been mothballed currently. The property has been broken into and
447 copper wires stolen, and has created a lot more work. They are able to monitor the
448 building now in real time to keep people out. They will be mothballing the building to
449 prevent the structure from degrading. They plan to restore the exterior. They have started
450 exploring uses with conversation with the schools, maybe a community kitchen. They
451 would like to have the 10 acre property used as a part of the Greenway Park that would
452 be opened to all citizens.

453

454 Mr. Hughes inquired why they needed an easement for the property. He explained that in
455 order to purchase the property they need the grants which require easements. Mr. Hughes
456 clarified that they don't really have a historical use for the property, but Mr. Walker
457 explained it would be a part of the New Market Visitation Tour and historic signage will
458 be out front.

459

460 Mr. Hughes asked when they need a decision for the Department of Historical Resources.
461 Mr. Walker explained it would be nice to have an answer as soon as possible. Mr.
462 Hughes would like for everyone to get together to continue the conversations. He stated
463 he wanted to have time to digest the information given.

464

465 Mrs. Harkness explained that there was a lot of information given, but the action item is
466 in reference to the 9410 South Congress Street property. In regards to that property it is a
467 request for a letter from us to the Department of Historic Resources. She explained
468 several entities have received the same letter of request. She stated that council should
469 look at this just as a request and not at all of the other projects.

470

471

472

473 **Mrs. Harkness made a motion to send the request letter of approval to the**
474 **Department of Historic Resources in support of this single project.**

475 **Mr. Walker interjected to state that he would like to state publicly that he**
476 **would like the opportunity to sit down with council in a work session to**
477 **discuss the projects, and answer questions. Mayor Bompiani thanked Mr.**
478 **Walker, and asked for a second for the motion. Mrs. Hannah seconded**
479 **the motion, with no further discussion the motion passed on the following**
480 **5-1 roll call vote:**

481

482

483	Mrs. Hannah	Aye	Mr. King	Aye
484	Mr. Watkins	Aye	Mrs. Harkness	Aye
485	Mr. Hughes	Aye	Mr. Wymer	Nay

486

487

488 The Mayor noted that there is support from council, but more discussion is needed. Mr.
489 Walker again stated he would be more than happy to talk with council.

490

491

492 **Mayor's Comments: none**

493

494

495 **Council Comments: none**

496

497 **Staff Comments: none**

498

499 **Adjournment:**

500

501 **With no further business to discuss, at 8:43 p.m. Mr. King made a motion to**
502 **adjourn the meeting. Mrs. Hannah seconded the motion, with no further discussion**
503 **the motion passed on a unanimous 6-0 voice vote.**

504

505

506

Larry Bompiani, Mayor

507

508

N. Garrison, Town Clerk

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