

1 **Minutes of the New Market**  
2 **Town Council Meeting**  
3 **Monday, November 19, 2018**  
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 Monday, November 19, 2018 with the following  
8 members present: Mayor Douglas Bradley, Peggy Harkness, Daryl Watkins, Peter  
9 Hughes, Tim Palmer, Larry Bompiani and Scott Wymer.

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11 Town Attorney – Jason Ham  
12 Town Manager – J. Todd Walters  
13 Town Treasurer – Teresa Green  
14 Administrative Assistant – Donna Lohr  
15

16 Mayor Bradley called the meeting to order and established a quorum with all  
17 members present. The Pledge of Allegiance was recited in unison. Mayor Bradley  
18 welcomed all visitors and guests.  
19

20 **Approval of the Agenda:**

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22 **Mr. Hughes made a motion to approve the agenda as presented. Mr.**  
23 **Watkins seconded the motion which passed on a unanimous 6-0 voice vote.**  
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25 **Consent Agenda:**

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27 **Mr. Palmer moved to approve the consent agenda which included the**  
28 **minutes from the October 15, 2018 Meeting of the Town Council and the Financial**  
29 **Statements for October 2018. Mrs. Harkness seconded the motion which carried on**  
30 **a unanimous 6-0 voice vote.**  
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32 **Public Hearing:**

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34 No public hearings scheduled.  
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36 **Citizen Comments and Petitions:**

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38 Mr. Roy Muller of 9398 S. Congress Street mentioned a concern he has in regards  
39 to trash violations by Jackson's Corner Café. Mr. Muller gave a brief synopsis of the  
40 Town's trash ordinance. He mentioned that Jackson's Corner Café is putting out more  
41 trash than the allowed four (4) thirty-five gallon containers each week. He remarked that  
42 they are putting out at least 15-20 bags each week. They need to contact a dumpster  
43 service. Mr. Muller stated that he has been addressing the Town regarding the issue for  
44 the past six months. He remarked that he had spoken with both Mr. Berryman and Mr.  
45 Walters regarding this issue beginning back in July. Mr. Muller stated that this issue  
46 could pose a public health problem. He mentioned that neighbors are experiencing  
47 additional animals such as possums, skunks, and rats in the area. Mr. Muller reminded  
48 Town Council that they have an obligation to enforce the trash ordinance.

49 Mr. Walters responded that he had spoken with Jackson’s Corner Café and they  
50 have been turned down for dumpster service. They have since put their garbage in cans,  
51 rather than bags and they are keeping their cans within an enclosure. Mr. Walters spoke  
52 with the owner of the building last week to see what can be done to get a dumpster in  
53 there. They may need to look at removing some of the landscaping in the parking lot in  
54 order to get a dumpster contractor in there. The Town is currently working on these  
55 issues with the property owner. Mr. Walters advised that he would get back in contact  
56 with Mr. Muller next week after he has talked further with the property owner regarding  
57 their options for the location of a dumpster.

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59 **Committee Reports:**

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61 There were no Committee Reports.

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63 **Staff Reports:**

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65 **1. Public Works Monthly Report – Mr. J. Todd Walters**

66 Mr. Walters mentioned a few items the Water Department handled over the past  
67 month such as a SCADA upgrade, checking the heaters at the wells, and a few sewer  
68 back-ups. Mr. Griggs, Chief Water Operator, also provided a brief tour of the water and  
69 sewer facilities to the two newest council members. Mr. Walters mentioned that the  
70 Maintenance Department had handled a new water/sewer connection on Bogey Avenue,  
71 heavy trash pick-up, put up fall decorations, tree removal in the community park, street  
72 sweeping, repainted the basketball goals in the community park, repaired three water  
73 leaks during the month, and winterized the pool and pool bathhouse.

74  
75 **2. Public Safety Monthly Report – Chief Chris Rinker**

76 Chief Rinker gave a brief power point presentation which included statistics for  
77 the department for the month of October as well as events and trainings attended by New  
78 Market Officers. Chief Rinker mentioned that the officers were participating in “No  
79 Shave November” as part of a cancer awareness program. The goal is for people to  
80 donate funds for Officer Jones of the Harrisonburg Police Department who is going  
81 through cancer treatment currently. A copy of the information presented by Chief Rinker  
82 is on file with the minutes.

83  
84 **3. Events & Marketing Report – Mrs. Amber Smoot**

85 Mrs. Smoot gave a power point presentation which included a review of events  
86 held during the previous month such as the Fairway 5K and Trick or Treat on Congress  
87 Street. Mrs. Smoot provided the Town’s Social Media analytics for the past month. She  
88 presented information on upcoming events and on-going projects in Town such as the Tis  
89 the Season event, a Candy Cane Hunt, and Small Town Saturday. A copy of Mrs.  
90 Smoot’s report is on file with the minutes.

91  
92 **Action Items:**

93 The first action item was the discussion and consideration of authorizing the  
94 distribution of employee Christmas bonuses. Mr. Walters explained that this is the  
95 annual bonus that has been given to full-time employees in the past by Council. The  
96 bonus is normally distributed during the holiday lunch held in December. Mr. Walters  
97 noted that there are currently eighteen full-time employees and that this is a budget line

98 item that is included in this year's budget. **Mrs. Harkness made a motion to authorize**  
99 **the distribution of employee Christmas bonuses in the amount of \$100 per full-time**  
100 **employee. Mr. Hughes seconded the motion which passed on the following 6-0 roll**  
101 **call vote:**

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103	<b>Mr. Hughes</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Aye</b>
104	<b>Mr. Wymer</b>	<b>Aye</b>	<b>Mr. Bompiani</b>	<b>Aye</b>
105	<b>Mr. Palmer</b>	<b>Aye</b>	<b>Mrs. Harkness</b>	<b>Aye</b>
106				

107 The next action item was the discussion and consideration of appointments to the  
108 Historic Overlay District Review Board. Mr. Walters stated that the appointments of Mr.  
109 Robert Moore and Mr. Danny Rice need to be renewed effective December 1, 2018. Mr.  
110 Robert Moore has indicated his interest in serving another term. Mr. Rice has declined to  
111 serve another term due to personal reasons. Mr. Walters mentioned that the Town has  
112 advertised the opening for this board on the Town's website and Mrs. Smoot will be  
113 posting it on Social Media as well. Mr. Walters asked that Council reappoint Mr. Robert  
114 Moore to the Historic Overlay District Review Board, effective December 1, 2018. **Mr.**  
115 **Hughes made a motion to re-appoint Mr. Robert Moore to the Historic Overlay**  
116 **District Review Board, effective December 1, 2018. Mr. Palmer seconded the**  
117 **motion. The motion passed on the following 6-0 roll call vote:**

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119	<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Palmer</b>	<b>Aye</b>
120	<b>Mr. Bompiani</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>
121	<b>Mr. Watkins</b>	<b>Aye</b>	<b>Mr. Hughes</b>	<b>Aye</b>
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123 **Mayor's Comments:**

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125 Mayor Bradley made the following comments:

- 126 • Wished everyone a Happy Thanksgiving.
- 127 • Recognized all Town employees for their hard work and dedication.
- 128 • The Town's Christmas parade is scheduled for December 1, 2018. Line-  
129 up will begin at 4:00 p.m. and the parade starts at 5:00 p.m.

130  
131 **Council Comments:**

132 Mr. Bompiani mentioned to Mr. Muller that he happened to be with Mr.  
133 Walters when he approached the owner of the property with the trash issue and the owner  
134 of the building was very willing to do whatever they can to resolve the issue.

135 Mrs. Harkness recognized Chief Rinker and Officer Smoot for the door hanger  
136 program that they created and that was mentioned in VML's magazine. Mrs. Harkness  
137 also remarked that she was happy that New Market had a Response walk and she was  
138 pleased that there was such a great turnout for the walk.

139 Mr. Hughes thanked Mrs. Smoot for organizing the Halloween event and he  
140 thanked Chief Rinker for the way the Police Department handled the crowd during Trick  
141 or Treat on Congress Street. Mr. Hughes commented that the Police Department handles  
142 situations like these gently but with absolute control and he appreciates the job they do.

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144 **Staff Comments:**

145 Mr. Walters mentioned the following items:

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- Tree Removal in the pocket park has been rescheduled for the weekend of the 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> of December.
- Mr. Walters has received two quotes for the hardscape and landscape for the pocket park.
- There are two tennis courts that will be resurfaced in early spring.
- On the 3<sup>rd</sup> of December there will be a joint public hearing with the Planning Commission regarding a conditional use permit for 204 East Old Cross Road.
- Employee evaluations have been completed and they went very well. The Town has a good group of people working for the Town.

Mr. Ham commented that there was a small typo on page 5 of the council packet, line 155 of the minutes. The minutes correctly state “The motion passed on the following 5-0 roll call vote”, but then on line 155, the minutes say “Mr. Watkins Nay”. This should be corrected to show Mr. Watkins vote as “Aye”. Mr. Ham asked a council member to move to make that correction. **Mr. Hughes made a motion to make the correction as noted by Mr. Ham. Mr. Palmer seconded the motion which passed on a unanimous 6-0 voice vote.**

**Closed Meeting:**

At 7:14 p.m., **Mr. Hughes made a motion to recess into Closed Session to discuss the performance and employment of specific local government personnel, as authorized by section 2.2-3711(A)(1) of the state code. The subject matter of the meeting is a specific local government employee. Mrs. Harkness seconded the motion which passed on the following 6-0 unanimous roll call vote:**

<b>Mr. Hughes</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Aye</b>
<b>Mr. Wymer</b>	<b>Aye</b>	<b>Mr. Bompiani</b>	<b>Aye</b>
<b>Mr. Palmer</b>	<b>Aye</b>	<b>Mrs. Harkness</b>	<b>Aye</b>

At 8:19 p.m., Mr. Ham read aloud the Certification Resolution which states: 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. **Mr. Hughes made a motion to accept the Certification Resolution as presented. Mr. Palmer seconded the motion which passed on the following 6-0 unanimous roll call vote:**

<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Palmer</b>	<b>Aye</b>
<b>Mr. Bompiani</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>
<b>Mr. Watkins</b>	<b>Aye</b>	<b>Mr. Hughes</b>	<b>Aye</b>

**Mr. Hughes made a motion to amend the agenda to consider a merit raise for the Town Manager to increase his salary to \$86,674, effective December 1, 2018. Mr. Palmer seconded the motion which passed on the following roll call vote:**

194 Mr. Hughes Aye Mr. Watkins Aye  
195 Mr. Wymer Aye Mr. Bompiani Aye  
196 Mr. Palmer Aye Mrs. Harkness Aye

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198 Mr. Hughes made a motion to increase the salary of the Town Manager  
199 based on merit, to \$86,674, effective December 1<sup>st</sup>, 2018. Mr. Palmer seconded the  
200 motion which passed on the following roll call vote:

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202 Mrs. Harkness Aye Mr. Palmer Aye  
203 Mr. Bompiani Aye Mr. Wymer Aye  
204 Mr. Watkins Aye Mr. Hughes Aye

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206 **Adjournment:**

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208 At 8:23 p.m. Mrs. Harkness made a motion to adjourn the meeting. Mr.  
209 Hughes seconded the motion which carried on a unanimous 6-0 voice vote.


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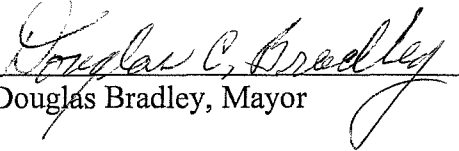
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J. Todd Walters, Town Clerk

  
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Douglas Bradley, Mayor