Minutes of the New Market
Town Council Meeting
Monday, March 18, 2019
6:30 pm

The New Market Town Council met in the Council Chambers of the Arthur L. Hildreth, Jr. Municipal Building on Monday, March 18, 2019 with the following members present: Mayor Douglas Bradley, Vice-Mayor Peggy Harkness, Scott Wymer, Daryl Watkins, Peter Hughes, Tim Palmer, and Larry Bompiani.

Town Attorney – Jason Ham
Town Manager – J. Todd Walters
Administrative Assistant – Donna Lohr

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

Approval of the Agenda:

Mr. Palmer made a motion to approve the agenda as presented. Mr. Wymer seconded the motion which passed on a unanimous 6-0 voice vote.

Consent Agenda:

Mr. Hughes moved to approve the consent agenda which included the minutes from the February 19, 2019 Meeting of the Town Council and the Financial Statements for February 2019. Mr. Watkins seconded the motion which carried on a unanimous 6-0 voice vote.

Public Hearing:

No public hearings scheduled.

Citizen Comments and Petitions:
There were no citizen comments nor petitions.

Committee Reports:

There were no Committee Reports.

Staff Reports:

1. Public Works Department Annual Report – Mr. J. Todd Walters
Mr. Walters gave a power point presentation highlighting some of the data and projects included in the annual report for the Public Works Department. A copy of the Public Works Annual Report was distributed to all Council Members. A copy of the annual report is on file with the minutes.

2. Public Safety Annual Report – Chief Chris Rinker
Chief Rinker gave a brief power point presentation which included statistics for the department for the month of February as well as events and trainings attended by New Market Officers. A copy of the information presented by Chief Rinker is on file with the minutes.

3. Events & Marketing Report – Mrs. Amber Smoot

Mrs. Smoot gave a power point presentation which included the Town’s Social Media analytics for the past month, an update on classes held at the Community Center, and a brief summary of the discussions held at the Development Forum that took place on March 5, 2019. A copy of Mrs. Smoot’s report is on file with the minutes.

Action Items:

The first action item was the discussion and consideration of Resolution #230: A resolution regarding funding for various drinking water projects in the Town. Mr. Walters explained that a resolution from Town Council is one of the requirements for the application for funding. Mr. Ham, Town Attorney has reviewed the Resolution. The Resolution does not commit the Town to anything other than the application process for funding. The Resolution does say “not to exceed $4,000,000.00” which is just to give the Town a little extra room since the cost of the project is unknown at this time. Mr. Palmer made a motion to approve Resolution #230: A resolution regarding funding for various drinking water projects in the Town, as presented. Mr. Wymer seconded the motion which passed on the following unanimous 6-0 roll call vote:

Mr. Hughes    Aye  Mr. Watkins    Aye
Mr. Wymer    Aye  Dr. Bompiani    Aye
Mr. Palmer    Aye  Mrs. Harkness    Aye

The next action item was the discussion and consideration of requests from the New Market Farmer’s Market. Mr. Walters explained the Farmer’s Market had previously been set up off of Rt. 211 behind 7-Eleven. This year they will be unable to set up at that same location. They would like to set up in the public parking lot on Congress Street towards the back of the lot. That portion of the lot will be blocked off during the hours of operation. They will be open on Fridays beginning March 22, 2019 through November, from 12:00 p.m. – 4:00 p.m., with extended hours during the summer, not to exceed 7:00 p.m. They are requesting that the Itinerant Merchant’s fees be waived for those vendors participating in the Farmer’s Market. They are also requesting the use of signage at the parking lot, to be placed the day before and the day of the event. Mr. Walters stated that the Farmer’s Market will not interfere with parking for any other businesses in the area. Mr. Palmer made a motion to approve the requests from the New Market Farmer’s Market as listed in the letter included in the packet. Dr. Bompiani seconded the motion. The motion passed on the following unanimous 6-0 roll call vote:

Mrs. Harkness    Aye  Mr. Palmer    Aye
Dr. Bompiani    Aye  Mr. Wymer    Aye
Mr. Watkins    Aye  Mr. Hughes    Aye

The third action item was the discussion and consideration of appointing a Town FOIA Officer. Mr. Walters explained that he is currently the only FOIA office for the
Mr. Berryman was the second FOIA officer, but when he left, a second FOIA officer was not appointed. It is necessary to appoint a second FOIA officer in the event that Mr. Walters would be on vacation or out of the office. Mr. Walters recommends that Council appoint Mrs. Donna Lohr as the second FOIA officer. Dr. Bompiani made a motion to appoint Mrs. Donna Lohr as the Town's second FOIA officer. Mr. Hughes seconded the motion which passed on the following unanimous 6-0 roll call vote:

- Mr. Hughes  Aye
- Mr. Wymer  Aye
- Mr. Palmer  Aye
- Mr. Watkins  Aye
- Dr. Bompiani  Aye
- Mrs. Harkness  Aye

The final action item was the discussion and consideration of a recommendation for an appointment to the Board of Zoning Appeals. Mr. Walters explained that Mr. Bill Stevenson's term on the BZA expired February 28, 2019. Mr. Stevenson is willing to serve another term. Staff recommends that Council recommend to the Circuit Court the re-appointment of Mr. Bill Stevenson to the Board of Zoning Appeals. Mr. Wymer made a motion to recommend to the Circuit Court the re-appointment of Mr. Bill Stevenson to the Board of Zoning Appeals (BZA). Mr. Hughes seconded the motion which passed on the following unanimous 6-0 roll call vote:

- Mrs. Harkness  Aye
- Dr. Bompiani  Aye
- Mr. Palmer  Aye
- Mr. Wymer  Aye
- Mr. Watkins  Aye
- Mr. Hughes  Aye

Mayor's Comments:

- The Mayor mentioned the following items:
  - Thank you to the Town employees for their hard work.
  - He attended the Chamber of Commerce Banquet at the Shenvalee. It was well attended and was a great evening.
  - There are lots of improvements happening in the Town of New Market.

Council Comments:

- Mr. Palmer reminded everyone of the Volunteer Breakfast scheduled for April 6, 2019 at 8:00 a.m. The breakfast is free. He invites everyone to pass the word along to the volunteers in their organizations. Everyone is invited to this free breakfast.
- Mr. Hughes stated that the Development Forum went very well. It was well organized and well received by those in attendance. The test of the Development Forum is what happens as a result of the discussions at the forum. Mr. Hughes said he believes the message is very clear that the Town is interested in growth. Mr. Hughes also thanked Mr. Walters for the completion of the Pocket Park.

Staff Comments:

- Mr. Walters stated that great progress has been made in the last couple of months on the pocket park. Mr. Walters thanked everyone for their patience and hard work on
the project. He advised that there have been a lot of people involved in this project and the pocket park was completed because of teamwork. Once the project is completely finished, Mr. Walters hopes to have a ribbon cutting ceremony for the park. He hopes to invite the adjoining property owners and council members.

Mr. Walters mentioned that the Development Forum was a success. Since the Forum, he has received numerous phone calls and emails from people with questions and inquiries which indicates great interest in New Market. If anyone has additional ideas and suggestions, please let Mr. Walters know.

Mr. Walters mentioned that he, Mr. Palmer, and Mr. Hughes had attended a meeting in the County regarding the economic development study they are having done. The man conducting the study is meeting with all the towns in the County. The hope is that he will present some information to the County and the Towns with what can be done to facilitate economic development.

**Closed Meeting:**

There were no closed meetings.

**Adjournment:**

Mrs. Carol Hughes mentioned that at the New Market Chamber of Commerce Banquet the New Market Police Department received the President’s award in recognition of Outstanding Service to the New Market Chamber of Commerce.

At 7:23 p.m. Mr. Hughes made a motion to adjourn the meeting. Mr. Watkins seconded the motion which carried on a unanimous 6-0 voice vote.

Douglas Bradley, Mayor

J. Todd Walters, Town Clerk