

1 **Minutes of the New Market**
2 **Town Council Meeting**
3 **Monday, March 18, 2019**
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, March 18, 2019 with the following
8 members present: Mayor Douglas Bradley, Vice-Mayor Peggy Harkness, Scott Wymer,
9 Daryl Watkins, Peter Hughes, Tim Palmer, and Larry Bompiani.

10
11 Town Attorney – Jason Ham
12 Town Manager – J. Todd Walters
13 Administrative Assistant – Donna Lohr
14

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

19 **Approval of the Agenda:**
20

21 **Mr. Palmer made a motion to approve the agenda as presented. Mr. Wymer**
22 **seconded the motion which passed on a unanimous 6-0 voice vote.**
23

24 **Consent Agenda:**
25

26 **Mr. Hughes moved to approve the consent agenda which included the**
27 **minutes from the February 19, 2019 Meeting of the Town Council and the Financial**
28 **Statements for February 2019. Mr. Watkins seconded the motion which carried on**
29 **a unanimous 6-0 voice vote.**
30

31 **Public Hearing:**
32

33 No public hearings scheduled.
34

35 **Citizen Comments and Petitions:**

36 There were no citizen comments nor petitions.

37 **Committee Reports:**
38

39 There were no Committee Reports.
40

41 **Staff Reports:**

42 **1. Public Works Department Annual Report – Mr. J. Todd Walters**

43 Mr. Walters gave a power point presentation highlighting some of the data and
44 projects included in the annual report for the Public Works Department. A copy of the
45 Public Works Annual Report was distributed to all Council Members. A copy of the
46 annual report is on file with the minutes.
47

48 **2. Public Safety Annual Report – Chief Chris Rinker**

49 Chief Rinker gave a brief power point presentation which included statistics for
50 the department for the month of February as well as events and trainings attended by
51 New Market Officers. A copy of the information presented by Chief Rinker is on file
52 with the minutes.
53

54 **3. Events & Marketing Report – Mrs. Amber Smoot**

55 Mrs. Smoot gave a power point presentation which included the Town’s Social
56 Media analytics for the past month, an update on classes held at the Community Center,
57 and a brief summary of the discussions held at the Development Forum that took place on
58 March 5, 2019. A copy of Mrs. Smoot’s report is on file with the minutes.
59

60 **Action Items:**

61 The first action item was the discussion and consideration of Resolution #230: A
62 resolution regarding funding for various drinking water projects in the Town. Mr.
63 Walters explained that a resolution from Town Council is one of the requirements for the
64 application for funding. Mr. Ham, Town Attorney has reviewed the Resolution. The
65 Resolution does not commit the Town to anything other than the application process for
66 funding. The Resolution does say “not to exceed \$4,000,000.00” which is just to give the
67 Town a little extra room since the cost of the project is unknown at this time. **Mr.**
68 **Palmer made a motion to approve Resolution #230: A resolution regarding funding**
69 **for various drinking water projects in the Town, as presented. Mr. Wymer**
70 **seconded the motion which passed on the following unanimous 6-0 roll call vote:**
71

72	Mr. Hughes	Aye	Mr. Watkins	Aye
73	Mr. Wymer	Aye	Dr. Bompiani	Aye
74	Mr. Palmer	Aye	Mrs. Harkness	Aye

75
76 The next action item was the discussion and consideration of requests from the
77 New Market Farmer’s Market. Mr. Walters explained the Farmer’s Market had
78 previously been set up off of Rt. 211 behind 7-Eleven. This year they will be unable to
79 set up at that same location. They would like to set up in the public parking lot on
80 Congress Street towards the back of the lot. That portion of the lot will be blocked off
81 during the hours of operation. They will be open on Fridays beginning March 22, 2019
82 through November, from 12:00 p.m. – 4:00 p.m., with extended hours during the
83 summer, not to exceed 7:00 p.m. They are requesting that the Itinerant Merchant’s fees
84 be waived for those vendors participating in the Farmer’s Market. They are also
85 requesting the use of signage at the parking lot, to be placed the day before and the day of
86 the event. Mr. Walters stated that the Farmer’s Market will not interfere with parking for
87 any other businesses in the area. **Mr. Palmer made a motion to approve the requests**
88 **from the New Market Farmer’s Market as listed in the letter included in the packet.**
89 **Dr. Bompiani seconded the motion. The motion passed on the following unanimous**
90 **6-0 roll call vote:**
91

92	Mrs. Harkness	Aye	Mr. Palmer	Aye
93	Dr. Bompiani	Aye	Mr. Wymer	Aye
94	Mr. Watkins	Aye	Mr. Hughes	Aye

95
96 The third action item was the discussion and consideration of appointing a Town
97 FOIA Officer. Mr. Walters explained that he is currently the only FOIA office for the

98 Town. Mr. Berryman was the second FOIA officer, but when he left, a second FOIA
99 officer was not appointed. It is necessary to appoint a second FOIA officer in the event
100 that Mr. Walters would be on vacation or out of the office. Mr. Walters recommends that
101 Council appoint Mrs. Donna Lohr as the second FOIA officer. **Dr. Bompiani made a**
102 **motion to appoint Mrs. Donna Lohr as the Town's second FOIA officer. Mr.**
103 **Hughes seconded the motion which passed on the following unanimous 6-0 roll call**
104 **vote:**

105				
106	Mr. Hughes	Aye	Mr. Watkins	Aye
107	Mr. Wymer	Aye	Dr. Bompiani	Aye
108	Mr. Palmer	Aye	Mrs. Harkness	Aye
109				

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

118				
119	Mrs. Harkness	Aye	Mr. Palmer	Aye
120	Dr. Bompiani	Aye	Mr. Wymer	Aye
121	Mr. Watkins	Aye	Mr. Hughes	Aye
122				

123 **Mayor's Comments:**

124

125 The Mayor mentioned the following items:

- 126 • Thank you to the Town employees for their hard work.
- 127 • He attended the Chamber of Commerce Banquet at the Shenvalee. It was well
128 attended and was a great evening.
- 129 • There are lots of improvements happening in the Town of New Market.

130

131 **Council Comments:**

132

133 Mr. Palmer reminded everyone of the Volunteer Breakfast scheduled for April 6,
134 2019 at 8:00 a.m. The breakfast is free. He invites everyone to pass the word along to
135 the volunteers in their organizations. Everyone is invited to this free breakfast.

136 Mr. Hughes stated that the Development Forum went very well. It was well
137 organized and well received by those in attendance. The test of the Development Forum
138 is what happens as a result of the discussions at the forum. Mr. Hughes said he believes
139 the message is very clear that the Town is interested in growth. Mr. Hughes also thanked
140 Mr. Walters for the completion of the Pocket Park.

141

142 **Staff Comments:**

143

144 Mr. Walters stated that great progress has been made in the last couple of months
145 on the pocket park. Mr. Walters thanked everyone for their patience and hard work on

146 the project. He advised that there have been a lot of people involved in this project and
147 the pocket park was completed because of team work. Once the project is completely
148 finished, Mr. Walters hopes to have a ribbon cutting ceremony for the park. He hopes to
149 invite the adjoining property owners and council members.

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

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

159

160 **Closed Meeting:**

161

162 There were no closed meetings.

163

164 **Adjournment:**

165

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

169

170 **At 7:23 p.m. Mr. Hughes made a motion to adjourn the meeting. Mr.**

171

Watkins seconded the motion which carried on a unanimous 6-0 voice vote.

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173

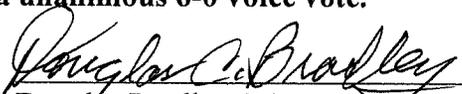
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J. Todd Walters, Town Clerk



Douglas Bradley, Mayor