The New Market Town Council met in the Council Chambers of the Arthur L. Hildreth, Jr. Municipal Building on Monday, July 15, 2019 with the following members present: Vice-Mayor Peggy Harkness, Daryl Watkins, Scott Wymer, Peter Hughes, Tim Palmer, and Larry Bompiani. Mayor Douglas Bradley was absent.

In Mayor Bradley's absence, Vice-Mayor Harkness presided over the meeting. Mrs. Harkness called the meeting to order and established a quorum with all members present. The Pledge of Allegiance was recited in unison.

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. Walters mentioned that a few changes to the minutes had been distributed for Council's review. Those changes included a change to the June 17, 2019 meeting minutes on page 3 line 77. The words "a year" were added. Also, on both of the Special Called Meetings held on July 9, 2019, the minutes were amended to include a line indicating that Mr. Jason Ham, Town Attorney was present at the meetings. That change is reflected on Line 13.

Mr. Watkins moved to approve the consent agenda with the amendments to the minutes as presented this evening by Mr. Walters. The consent agenda included the minutes from the June 17, 2019 Meeting of the Town Council, the July 9, 2019 4:00 p.m. Special called meeting of the Town Council, the July 9, 2019 4:10 p.m. Special called meeting of the Town Council, and the Financial Statements for June 2019. Mr. Hughes seconded the motion which carried on a unanimous 6-0 voice vote.

Public Hearing:

No public hearings scheduled.

Citizen Comments and Petitions:

Mr. Tom Constable, 323 Tee Court, New Market, VA, also a resident of Fairway Manor Subdivision was the first citizen to speak. He stated that an Air B&B has popped up in the neighborhood, specifically at 775 Clicks Lane. The house is currently for sale. Mr. Constable advised that there are cars in and out of the house on a regular basis. The
house is advertised on Air B&B. There is a description on the website. Mr. Constable advised that there are currently three Air B&B’s in New Market. One is located on Clicks Lane, one on Shenvalee Drive, and one on Congress Street. Mr. Constable advised that it is his understanding that Air B&B’s have not been defined by Town Ordinance. He asked how they are permitted in the zoning districts, are business licenses required, and is transient occupancy tax collected on them. He stated that he did not think these issues had been addressed by the Planning Commission or Town Council. He requested Town Council and the Planning Commission give this matter some attention.

Mr. Constable advised that the homeowners of Fairway Manor Subdivision are requesting Town Council look into the issue soon and provide some guidance regarding Air B&B’s.

**Committee Reports:**

There were no Committee Reports.

**Staff Reports:**

1. Planning & Public Works Department Monthly Report – Mr. J. Todd Walters

Mr. Walters gave a brief power point presentation which included updates on planning and zoning items. Mr. Walters mentioned that he had started on a review of short term rentals. He remarked that he had been reviewing different ordinances from other localities. His goal is to have something ready for discussion for the Planning Commission at their meeting scheduled for the beginning of September. Mr. Walters advised that most of the regulations that he has seen do require the owner to live on the property six months of the year. There is also a date limit set for air B&B’s, such as sixty day intervals. Mr. Walters advised that he would continue to look into this issue. He advised that he is currently aware of 5 Air B&B in New Market. Most ordinances do require some sort of permit and business license. He stated that the Town is currently working on this issue and Mr. Walters hopes to present the Planning Commission with something in September however he believes it may be January 2020 before the Town has something in place regarding Air B&B’s. Mr. Walters then continued with the public works portion of his presentation which included the mention of several water line projects, pool maintenance, mowing operations at the Town Park, and painting of the parking spaces on Congress Street. Mr. Walters remarked that the amount of flow that the Town sent to the Broadway Wastewater Treatment Plant this month was down from the past several months, likely due to the decrease in rainfall. Mr. Walters stated that it is likely that in the future Town Council will need to consider allotting funds in the budget for additional I&I work in Town. A copy of Mr. Walter’s presentation is on file with the minutes.


Chief Rinker gave a brief power point presentation which included statistics for the department for the month of June 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 Annual Report – Mrs. Amber Smoot
Mrs. Smoot gave a power point presentation which included a summary of events held during the past month such as the Independence Day Celebration, Jammin’ Food Fest, and Movie Night in the park. Mrs. Smoot also mentioned several upcoming events such as another movie night in the park and National Night Out. A copy of Mrs. Smoot’s monthly report is on file with the minutes.

**Action Items:**

The first action item was the discussion and consideration of the purchase of property on Shipp Street in New Market, VA. Mr. Walters advised Council that this is the property that was put under contract option a year ago by the Town. The Town’s option expires July 23, 2019. Town Council needs to decide if they wish to exercise the option and purchase the property. The property is 4.392 acres. The purchase price was $180,000. The Town has already purchased the option so that $10,000 will come off the closing price, lowering it to $170,000. **Mr. Palmer made a motion to approve the purchase of 4.392 acres on Shipp Street for $180,000 minus the $10,000 option already paid. Dr. Bompiani 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

**Mayor’s Comments:**

Mayor Bradley was absent.

**Council Comments:**

Mr. Hughes commented that the 3rd of July event takes 6-8 months of planning. It involves multiple organizations coming together to create a good event. Mr. Hughes said all entities worked well together and he was appreciative of everyone’s help.

Mr. Wymer commented on the great job that everyone did on the July 3rd Event. He stated that he appreciated all the volunteers who helped on the event as well as with the clean-up after the event.

Mr. Palmer commented that the variety of people that came together to help with the July 3rd Event is phenomenal.

Mrs. Harkness mentioned that the Jammin’ Food Fest Event held this past Saturday was busy and a lot of fun. This was a first event for New Market. Mrs. Harkness thanked Mrs. Smoot for a job well done on this event.

**Staff Comments:**

Mr. Walters thanked everyone for their help with the July 3rd Celebration. The eight months of planning and the event were all done by private citizens. He commented that he supports anything that brings the New Market Community together. Mr. Walters mentioned that the Jammin’ Food Fest Event was a success and he appreciated the work that Mrs. Smoot put in on the event. The event exceeded Mr. Walter’s expectations. The food vendors were happy with the event as well.
Mr. Walters mentioned that last July a retreat was held for Council members to discuss goals for the Town. Mr. Walters stated that he would like to hold another retreat for Council to discuss goals and accomplishments from this past year. Mr. Walters is considering the possibility of doing a four hour retreat sometime in September. He believes it is important to talk about goals and direction for the Town.

Mr. Walters mentioned that he had talked to the owner of 151 Shady Lane regarding nuisance violations. A letter of violation had been sent to the owner and he contacted Mr. Walters last week. Mr. Walters was in contact today with the County Building official. Mr. Walters remarked that he believes something will be done regarding that property in the next month or so.

Closed Meeting:

There were no closed meetings scheduled.

Adjournment:

At 7:05 p.m. Mr. Hughes made a motion to adjourn the meeting. Mr. Wymer seconded the motion which carried on a unanimous 6-0 voice vote.

[Signatures]

Douglas Bradley, Mayor

J. Todd Walters, Town Clerk