

1 **Minutes of the New Market**
2 **Town Council Meeting**
3 **Monday, June 21, 2021**
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, June 21, 2021 with the following members
8 present: Mayor Larry Bompiani, Vice-Mayor Peggy Harkness, Bob King, Daryl Watkins
9 and Janice Hannah. Council Member Scott Wymer was absent. Council Member Doug
10 Bradley resigned, as of June 5, 2021.

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

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

20 **Approval of the Agenda:**
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22 **Mrs. Harkness made a motion to amend the agenda to include a presentation**
23 **from the Citizen’s Advisory Committee for the Shenandoah County Comprehensive**
24 **Plan Update to address the Council during “Citizen Comments and Petitions”; and**
25 **to amend the Closed Session portion of the agenda to consult with legal counsel**
26 **regarding specific legal matters requiring the provision of legal advice by such**
27 **counsel as authorized by section 2.2-3711 (A)(8) of the state code. The subject**
28 **matter is the appointment of a new council member and election law matters. Mr.**
29 **King seconded the motion which passed on the following unanimous 4-0 roll call**
30 **vote:**

31
32 **Mrs. Hannah Aye Mrs. Harkness Aye**
33 **Mr. Watkins Aye**
34 **Mr. King Aye**
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36

37 **Consent Agenda:**
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39 **Mr. Watkins moved to approve the Consent Agenda which included the**
40 **minutes from the May 17, 2021 meeting of the Town Council, the May 24, 2021**
41 **minutes from the Special Called Meeting of the Town Council, and the Financial**
42 **Statements for May 2021. Mr. King seconded the motion which carried on a**
43 **unanimous 4-0 voice vote.**
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45 **Public Hearing:**
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47 There were no public hearings scheduled.
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49 **Citizen Comments and Petitions:**

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Mr. Vito Gentile, Chairman of the Citizens Advisory Committee for the Comprehensive Plan for Shenandoah County spoke about the Committee and their work on revisions to Shenandoah County’s Comprehensive Plan. This Committee was formed after the last major revision to the County’s Comprehensive Plan in 2005. Over the past fourteen years, the Committee has continued to review the plan. They have revised Chapters three through 8 of the Plan and they are in the process of a major review of the Plan. They are calling it Shenandoah 2045: Join Together. The Committee wants to ensure that all the Towns are on board with Shenandoah County’s Plan and the Committee wants to be sure that in soliciting input from the citizens of the County, that the Towns are also well represented in that input. Mr. Gentile asked that Council Members be sure to participate in providing input. Mr. Gentile advised Council members that Mr. Dotson (District 1 Planning Commissioner) had provided Mr. Walters with a link to a community survey entitled Shenandoah 2045: a Future Together. Mr. Gentile encouraged members of Council as well as any citizens of New Market to complete the survey. It is Mr. Gentile’s understanding that there has been minimal participation from District 1 in the survey. Mr. Gentile reiterated that he would like to discuss New Market’s Comprehensive Plan with the Town Planner and be sure that the County’s Plan is Consistent with the Town’s Plan as they proceed with the review of the County’s Plan. The Committee wants to be sure that they County’s plan is consistent with the plans of all the Towns in Shenandoah County.

Mr. Josh Stevens, District 1 Supervisor, spoke to encourage Council, Town Staff, and Citizens to provide input to the Committee on the revisions to the Plan. Mr. Stevens commended the Town of New Market for recently developing a podcast to discuss items of interest in town. He mentioned that he, Mr. Dotson, or Mr. Gentile would be willing to speak on the Town’s podcast if invited regarding Shenandoah County’s Comprehensive Plan. Chief Rinker and Mrs. Smoot advised they would schedule a time for Mr. Stevens, Mr. Dotson, or Mr. Gentile to speak on the podcast.

There were no further comments from citizens, and no comments had been emailed or provided to Mr. Walters prior to the meeting.

Committee Reports:

There were no Committee Reports.

Staff Reports:

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

Mr. Walters gave a brief power point presentation regarding projects from the Public Works Department. Mr. Walters advised that the utility replacement project on Lee Street will begin this week. The Maintenance Department began work on the pole shed at the old waste water treatment plant, replaced mulch at playground areas at the park, removed two dead trees at the community pool, and provided regular maintenance for the pool and town facilities. The Water Department completed the lead and copper testing and will be working with the VDH on test results, completed regular monthly testing, and completed monthly meter reading. Mr. Walters advised that next month, the new Public Works Director, J.D. Fadley, will be giving the monthly presentation for the Public Works Department. A copy of Mr. Walter’s presentation is on file with the minutes.

2. Planning Department Monthly Report – Meghan Rupkey

Ms. Rupkey gave a brief power point presentation highlighting planning and zoning items for the month. Ms. Rupkey stated that she had met with the Planning Commission to discuss a zoning ordinance update to allow chickens and bee keeping in Town. Ms. Rupkey is going to make some changes that the Planning Commission had suggested to the ordinance and they will review and discuss the ordinance again at a meeting next month. Once the Planning Commission has approved the Zoning Ordinance update, it will be brought to Town Council for review and approval. Ms. Rupkey remarked that she had issued no new permits this month. A copy of Ms. Rupkey’s presentation is on file with the minutes.

3. Public Safety Monthly Report – Chief Chris Rinker

Chief Rinker distributed his monthly report to Council members. Chief Rinker gave a brief update on the calls for service for May. He mentioned that the Police Department had assisted VDOT with traffic control for the removal of a tree near the intersection of North Congress Street and Lee Highway. He also mentioned that he had attended advanced work zone safety training in Charlottesville. Chief Rinker stated that calls generally pick up in the summer months and there has been a slight increase in calls for the New Market Police Department. A copy of Chief Rinker’s report is on file with the minutes. Chief Rinker also commented that he and Mrs. Smoot appreciated Brad, with the Northern Virginia Daily, coming and sitting down with him and Mrs. Smoot to talk about New Market’s podcast and then printing a story on it in the Northern Virginia Daily. After the story ran in the newspaper the number of subscribers to the podcast increased to twenty-seven. Chief Rinker said that the Town is averaging between 50-60 views on the podcast. Feedback on the podcast has been positive.

3. Events & Marketing Annual Report – Mrs. Amber Smoot

Mrs. Smoot gave a brief power point presentation. She mentioned that two events had been canceled so far due to rain. She was able to reschedule the Cross Roads Music Fest event for September 17th, 2021. It is unclear if the Jammin’ Foods Fest event will be rescheduled due to the number of other events already scheduled throughout the summer. Mrs. Smoot mentioned other upcoming events such as Movie Night and the Independence Day Celebration. She also updated Council Members on upcoming changes to the Town’s website host company and future plans for upgrading the website. A copy of Mrs. Smoot’s presentation is on file with the minutes.

Action Items:

The first action item was the discussion and consideration of the appointment of a zoning administrator. Mr. Walters stated that currently he has been serving as the Interim Zoning Administrator since the previous Town Planner left. He recommends that Council appoint Ms. Rupkey as the Zoning Administrator.

Mr. King made a motion to appoint Ms. Meghan Rupkey as the zoning administrator. Mrs. Harkness seconded the motion which carried on the following unanimous 4-0 roll call vote:

Mrs. Harkness	Aye	Mrs. Hannah	Aye
Mr. King	Aye		

148 **Mr. Watkins** **Aye**
149

150 The second action item was the discussion and consideration of the appointment
151 of a FOIA officer. Mr. Walters advised that he is a FOIA officer and normally the Town
152 Planner is also appointed as a second FOIA officer. Ms. Rupkey has done some FOIA
153 requests at her previous job so she is familiar with it. She would, however, need to go
154 through training for this. Mr. Walters recommended that Ms. Rupkey be appointed as the
155 Town's second FOIA officer. **Mr. King made a motion to appoint Ms. Meghan**
156 **Rupkey as the Town's second FOIA officer. Mrs. Harkness seconded the motion**
157 **which carried on the following unanimous 4-0 roll call vote:**
158

159 **Mrs. Hannah** **Aye** **Mrs. Harkness** **Aye**
160 **Mr. Watkins** **Aye**
161 **Mr. King** **Aye**
162

163 The third action item was the discussion and consideration of Ordinance #116,
164 Adoption of State Law. Mr. Walters advised that an Ordinance is passed every year
165 adopting State Law so the Town adopts any laws that are passed and that come into effect
166 on July 1st. Mr. Ham reiterated that this is passed every year. **Mr. Watkins made a**
167 **motion to approve Ordinance #116. Mrs. Hannah seconded the motion which**
168 **carried on the following unanimous 4-0 roll call vote:**
169

170 **Mrs. Harkness** **Aye** **Mrs. Hannah** **Aye**
171 **Mr. King** **Aye**
172 **Mr. Watkins** **Aye**
173

174 The fourth action item was the discussion and consideration of a Heritage Days
175 Request from the New Market Area Chamber of Commerce. Mr. Walters mentioned that
176 the Heritage Days Fall Festival will be on September 25th, 2021 and they are asking for
177 the same items they asked for last year. A copy of their requests was included in the
178 council packet. **Mrs. Harkness made a motion to approve the Heritage Days**
179 **Requests from the New Market Area Chamber of Commerce. Mr. Watkins**
180 **seconded the motion which carried on the following unanimous 4-0 roll call vote:**
181

182 **Mrs. Hannah** **Aye** **Mrs. Harkness** **Aye**
183 **Mr. Watkins** **Aye**
184 **Mr. King** **Aye**
185

186 The fifth action item was the discussion and consideration of supplemental money from
187 Budget Bill HB5005 and Ordinance #117. Mr. Walters stated that in November 2020
188 there was extra money that was given to all police departments to be used for the
189 retainage of police officers or to attract qualified officers to an entity. Mr. Walters stated
190 that one thing that could be done with the money is to provide a bonus to the Town's full-
191 time officers. A few other Towns, such as Woodstock and Strasburg, gave bonuses to
192 their officers from the money they received. Mr. Walters recommends that Council
193 distribute the \$4,034 as equal bonuses between the six full-time officers. This would
194 amount to a one-time bonus of \$672.33 per officer. Payroll taxes and other withholdings
195 would still apply. Mr. Walters believes that is the appropriate use of this money. Mr.
196 Ham stated that there is a Virginia code section that requires that a locality pay a bonus to

197 its employees by Ordinance. So, Ordinance #117 was included in the packet for
198 Council's review. **Mrs. Harkness made a motion to approve Ordinance #117, which**
199 **provides a one-time bonus to each full-time police officer in the amount of \$672.33.**
200 **Mrs. Hannah seconded the motion which carried on the following unanimous 4-0**
201 **roll call vote:**

202				
203	Mrs. Harkness	Aye	Mrs. Hannah	Aye
204	Mr. King	Aye		
205	Mr. Watkins	Aye		
206				

207 **Mayor's Comments:**

208
209 Mayor Bompiani remarked that he appreciated that the Council packet
210 information is being disseminated quickly and efficiently via electronic methods now.

211
212 **Council Comments:**

213
214 Mrs. Hannah commented to Mrs. Smoot that one benefit to not having Town
215 events is that Mrs. Hannah is hearing that people are disappointed that the events didn't
216 happen. She stated that Mrs. Smoot is doing a fantastic job if people are disappointed
217 when those events don't happen.

218 Mrs. Harkness remarked that she appreciates the County's support. She stated
219 that she has seen Mr. Josh Stevens at several events in Town. She stated that she has
220 seen more support from the County in the past year than she has in the rest of her time on
221 Council.

222
223 **Staff Comments:**

224
225 Mr. Walters stated that the Town is negotiating with the engineer on the Water
226 Improvement Project. He is hoping to have that contract back by the end of the week.
227 Then in order for him to sign and approve it, a Special Called Meeting of Town Council
228 will likely have to be held so Council can review the contract.

229 Mr. Walters advised Council that he had submitted all the information for the
230 ARPA funds. They are still saying the Town will have its first payment by the end of
231 June. The Town was scheduled to receive \$2.3 million, however, limits have been set
232 where an entity cannot receive more than 75% of its operating budget as of January 27,
233 2020. This means that the Town will not receive the entire \$2.3 million, but will have to
234 leave \$177,000 on the table. Mr. Walters believes that it will be possible to tie certain
235 things to Water Improvement Projects. He would like to hold on to the money for a
236 month or two to see if additional guidance comes out delineating how the money may be
237 spent. Mr. Walters advised that he has been forwarding any information he gets relating
238 to ARPA funds to Council Members for their review.

239 Chief Rinker advised Council Members that the Police Department received their
240 last new vehicle this week. Chief Rinker is working with a vendor to get decals put on
241 the new police vehicles. The two older sedans have been removed from service.

242
243 **Closed Meeting:**

244

245 At 7:18 p.m., Mrs. Harkness made a motion to recess into a Closed Session
246 as authorized by section 2.2-3711(A)(1) of the state code to discuss the performance
247 and employment of specific local government personnel. The subject matter of the
248 meeting is a specific local government employee. The Closed Meeting is also to
249 discuss the hiring or appointment of specific public officers, appointees, or
250 employees, as authorized by section 2.2-3711(A)(1) of the state code. The subject
251 matter of the meeting is the appointment of a specific public official. And the closed
252 Meeting is also to discuss the acquisition of real property for a public purpose, as
253 authorized by section 2.2-3711(A)(3) of the state code. The subject matter is the
254 possible acquisition of real property for town recreational purposes. And finally, a
255 Closed Meeting to consult with legal counsel regarding specific legal matters
256 requiring the provision of legal advice by such counsel as authorized by section 2.2-
257 3711(A)(8) of the state code. The subject matter is the appointment of a new council
258 member and election law matters. Mr. King seconded the motion which passed on
259 the following 4-0 unanimous roll call vote:

261	Mrs. Hannah	Aye	Mrs. Harkness	Aye
262	Mr. Watkins	Aye		
263	Mr. King	Aye		

264
265 At 8:49 p.m., Mr. Watkins made a motion to accept the following
266 Certification Resolution: With respect to the just-concluded closed session, and to
267 the best of each member's knowledge, (i) only public business matters lawfully
268 exempted from open meeting requirements under the Virginia Freedom of
269 Information Act and (ii) only such public business matters as were identified in the
270 motion by which the closed meeting was convened were heard, discussed or
271 considered in the meeting by the Town Council. Mr. King seconded the motion
272 which passed on the following 4-0 unanimous roll call vote:

274	Mrs. Harkness	Aye	Mrs. Hannah	Aye
275	Mr. King	Aye		
276	Mr. Watkins	Aye		

277
278 Mrs. Harkness made a motion to amend the agenda to include another action
279 item for the discussion and consideration of the appointment of a Council Member.
280 Mrs. Hannah seconded the motion which carried on the following unanimous 4-0
281 roll call vote:

283	Mrs. Hannah	Aye	Mrs. Harkness	Aye
284	Mr. Watkins	Aye		
285	Mr. King	Aye		

286
287 Mr. King then made a motion to appoint Mr. Peter Hughes as Council
288 Member, effective July 15, 2021, until his successor has been elected and has
289 qualified for office. Mr. Watkins seconded the motion which carried on the
290 following unanimous 4-0 roll call vote:

292	Mrs. Harkness	Aye	Mrs. Hannah	Aye
293	Mr. King	Aye		

294 Mr. Watkins Aye

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298 **Adjournment:**

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300 **With no further business to discuss, at 8:51 p.m. Mr. Watkins made a motion**

301 **to adjourn the meeting. Mrs. Hannah seconded the motion which carried on a**

302 **unanimous 4-0 voice vote.**


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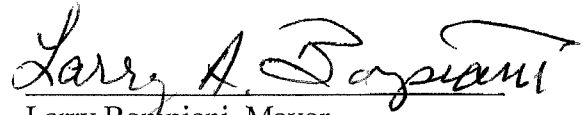
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J. Todd Walters, Town Clerk



Larry Bompiani, Mayor