

1 **Minutes of the New Market**
2 **Town Council Meeting**
3 **Monday, August 16, 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, August 16, 2021 with the following
8 members present: Mayor Larry Bompiani, Vice-Mayor Peggy Harkness, Bob King, Peter
9 Hughes, Daryl Watkins and Janice Hannah. Councilman Scott Wymer was absent.

10
11 Town Attorney – Jason Ham
12 Town Manager – J. Todd Walters
13 Town Treasurer- Teresa Green
14

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

19 **Approval of the Agenda:**

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21 **Mrs. Harkness made a motion to approve the agenda with the addition of an**
22 **amendment to add a Closed Session as authorized by Section 2.2-3711(A)(8) of the**
23 **state code to consult with legal counsel regarding specific legal matters requiring the**
24 **provision of legal advice by our attorney. The subject matter of the meeting is**
25 **Annexation atters. Mr. Hughes seconded the motion which passed on a unanimous**
26 **voice vote of all five members.**
27
28

29 **Consent Agenda:**

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31 **Mr. King moved to approve the Consent Agenda which included the minutes**
32 **from the July 19, 2021 meeting of the Town Council, and the Financial Statements**
33 **for July 2021. Mrs. Hannah seconded the motion which carried on a unanimous 5-0**
34 **voice vote.**
35

36 **Public Hearing:**

37
38 There were no public hearings scheduled.
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40 **Citizen Comments and Petitions:**

41
42 There were no citizen comments nor petitions.
43

44 **Committee Reports:**

45
46 There were no Committee Reports.
47

48 **Staff Reports:**
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50 **1. Public Works Department Monthly Report – Mr. J. D. Fadley**

51 Mr. Fadley gave a brief power point presentation regarding projects from the
52 Public Works Department. Mr. Fadley mentioned that the public works department had
53 made several repairs to the distribution system, which included a water line break at 9691
54 South Congress Street, a valve repair on Fairway Drive, and the replacement of a check
55 valve at the meter located at 122 Confederate Street. They also moved the water meter at
56 9245 North Congress Street on the other side of the sidewalk, closer to the house.
57 Additional public works projects included the completion of the water and sewer line
58 replacement project on West Lee Street which was done by a contractor, the repaving of a
59 road and driveway cut on Lee Street, the installation of three new pieces of playground
60 equipment in the Town Park, and the removal of a section of old sidewalk on North
61 Congress Street which a contractor will replace in the future. Mr. Fadley remarked that
62 the public works department had also performed their regular monthly maintenance. Mr.
63 Fadley reported that the Water Department had cleaned and performed semi-annual
64 calibrations at the water plant and the wells. The Water Department also installed a new
65 2” water meter at the Community Center and replaced a leaking valve on a turbidity
66 meter at Well #1. They also performed lab testing for synthetic and organic contaminants
67 at the Water Plant entry point, certified lead and copper test results, and picked up their
68 new work truck. A copy of Mr. Fadley’s presentation is on file with the minutes.
69

70 **2. Planning Department Monthly Report – Meghan Rupkey**

71 Ms. Rupkey gave a brief power point presentation highlighting planning and
72 zoning items for the month. She stated that a home occupation permit for a web-based
73 church on Bogey Avenue had been issued. No other permits had been issued for the
74 month. A number of violation notices for tall grass have been sent. There were two
75 locations in Town where the Town’s Maintenance Department had been brought in to cut
76 the grass. Those property owners will be invoiced for that labor. Ms. Rupkey reported
77 that she had attended the County Planning Commission Meeting for the water storage
78 tank. The County’s Planning Commission had approved this item and it will be going to
79 the Board of Supervisors Meeting on August 24, 2021. Ms. Rupkey mentioned that she
80 had received four applications for the Façade Enhancement Grant. Those applications
81 will be reviewed at tonight’s meeting during Action Items. Ms. Rupkey also mentioned
82 that there will be a joint public hearing of the Town Council and the Planning
83 Commission on September 7th, 2021 for the zoning amendment for chickens and bees. A
84 copy of Ms. Rupkey’s presentation is on file with the minutes.
85

86 **3. Public Safety Monthly Report – Chief Chris Rinker**

87 Chief Rinker distributed his monthly report to Council members. He provided an
88 update on the calls for service for July. He also mentioned several notable events for the
89 department for the month such as CPR/First Aid Training Recertification for the
90 department and the provision of a police presence at the July 5th fireworks celebration.
91 They also conducted traffic control at this event. The New Market Police Department
92 was assisted by the Shenandoah County Sheriff’s Department for this event. Chief
93 Rinker noted that Ordinance violations were a little higher this month. Chief Rinker
94 stated that Ordinance Violations are parking violations and advertisement signs and
95 notices posted on utility poles in Town which the Police Department frequently has to
96 remove. Mrs. Harkness asked Chief Rinker how the Yard Crawl Event had gone this
97 past weekend. Chief Rinker advised that it was a mess. There had been a few accidents
98 and an oversized load went through Town in the middle of the day and the truck pulled

99 down a utility line which created an issue for some time. A copy of Chief Rinker's report
100 is on file with the minutes.

101
102 **4. Events & Marketing Annual Report – Mrs. Amber Smoot**

103 Mrs. Smoot gave a brief power point presentation. She mentioned that July's
104 Podcast guest was Mr. Josh Stephens, District #1 Supervisor for Shenandoah County.
105 The podcast received 31 views. Mrs. Smoot announced that the Congress Street Summer
106 Block Party which was a first time event was a great success. The stores involved were
107 happy with the outcome and saw an increase in sales. Mrs. Smoot remarked that
108 National Night Out was also a great success. Many families came out to enjoy the
109 evening. She also mentioned several upcoming events which included the next Cross
110 Roads Event scheduled for Friday, August 20th, 2021, Movie Night in the Park scheduled
111 for August 28th, 2021, the Puppy Pool Party scheduled for September 11th, 2021, and the
112 Fairway 5K which will be held in October. Mrs. Smoot also mentioned several other
113 projects on which she had worked which included a photo and video shoot with Sproutly.
114 The resulting photos and video will be used as promotional materials for the Town.
115 Another project Mrs. Smoot worked on was the set-up of a table advertising the Town at
116 the Clearbrook Welcome Center. Mayor Bompiani commented that the Independence
117 Day Celebration and National Night Out were hugely successful events. Mayor
118 Bompiani asked Mrs. Smoot how she determined how many food trucks are needed for
119 an event. Mrs. Smoot remarked that it is difficult to judge how many she will need for an
120 event. Oftentimes a food truck is able to feed many people but the wait time is often
121 lengthy. Mrs. Smoot's aim is to minimize wait time for patrons while still providing
122 good business for the food trucks. A copy of Mrs. Smoot's presentation is on file with
123 the minutes.

124
125 **Action Items:**

126 The first action item was the discussion and consideration of Façade
127 Enhancement Grant Applications. Mr. Walters stated that a copy of each application and
128 some accompanying photos were included in the packet. Mr. Walters advised that the
129 Town had received four applications which were from Packs Frozen Custard, Shop Civil
130 War, AK Car Audio, and Simple Tymes. The way the grant is worded is that a recipient
131 may receive between \$250 and \$5000. This is a one for one matching grant. Mr. Walters
132 advised that what staff is recommending adds up to a little less than the \$10,000 total but
133 it is based on a one to one match for what each applicant is requesting. Ms. Rupkey
134 summarized the project cost for each applicant and the recommended amount of grant
135 funding for each applicant. Packs Frozen Custard would like to get new signs and
136 upgrade the panels which will update and enhance the building. Their estimated total
137 project cost is \$3,695.82 and the recommended amount of grant funds by staff is
138 \$1,847.91. Shop Civil war would like to replace a door, which would allow for a second
139 entrance into the shop. The current door is not usable. Their estimated project cost is
140 \$750 and the recommended amount of grant funds by staff is \$397.50. AK Car Audio
141 would like to cover up the old metal with plank siding at the four foot up off the ground
142 and Versetta on the bottom. This will make the building more aesthetically pleasing and
143 will allow for them to be able to paint. Their estimated project cost is \$12,200 and the
144 recommended amount of grant funds by staff is the maximum allowable amount of
145 \$5,000. Simple Tymes would like to replace the windows in their building because they
146 are cracking. Replacing the windows will allow them to remove the stickers that are on

147 the windows and that are currently holding the windows together. Their estimated
148 project cost is \$4,602 and the recommended amount of grant funds by staff is \$2,301.

149 Mr. Watkins respectfully excused himself from the discussion and mentioned that
150 he would abstain from voting for this action item since he is a business owner applying
151 for grant funding.

152 Mr. Hughes remarked that he believes in the future some consideration should be
153 given to whether those businesses that are applying for the grant are planning to make
154 improvements that reflect the architectural history and nature of the Town. Mr. Walters
155 responded that currently, the way the grant is written, there are no requirements stating
156 that consideration of architectural and historical integrity must be included when
157 requesting funds. Mr. Walters advised that perhaps at Council's Work Retreat, they
158 might discuss possible revisions to the process and requirements of the Façade
159 Enhancement Grant. Currently, anyone who has a business license may apply for this
160 grant. He stated that Council did increase the amount of funds for the grant from \$5,000
161 to \$10,000 but nothing else was adjusted in the grant process. Mr. Walters stated that
162 with the way things currently are, prices have escalated so much in the last eight months,
163 Council may want to consider increasing the funds some more. It may increase the
164 number of applications that are received by the Town. **Mrs. Harkness made a motion
165 to accept the proposed recommended grant funding as presented by staff for the
166 four façade enhancement grant applications. Mr. Hughes seconded the motion.
167 The motion passed on the following 4-0 roll call vote:**

168				
169	Mrs. Hannah	Aye	Mr. King	Aye
170	Mr. Watkins	Abstain	Mrs. Harkness	Aye
171	Mr. Hughes	Aye		
172				

173 **Mayor's Comments:**

174
175 Mayor Bompiani mentioned that he appreciates the Town employees as well as
176 the organizations and groups that donate to the Town.

177
178 **Council Comments:**

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180 Mr. Hughes thanked Mrs. Smoot and Chief Rinker for their efforts on the
181 National Night Out Event. Mrs. Harkness mentioned that National Night Out and the
182 Independence Day Celebration were great events.

183
184 **Staff Comments:**

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186 Mr. Walters stated that the Council Retreat will likely be scheduled for the end of
187 October. He mentioned that he has a meeting scheduled for tomorrow with the other
188 Town Managers and the County Administrator regarding the AARPA funding and what
189 other localities are planning to do with those funds. Mr. Walters stated that the Town did
190 receive the extra \$88,000 once recalculations were done. Mr. Walters mentioned that the
191 Town did purchase another new vehicle and the Town is slowly starting to replace the
192 older vehicles in the fleet. He stated that Chief Rinker has been selling the old items on
193 GovDeals and he has been very successful in getting rid of old items and still getting
194 some money for those items. Lastly, Mr. Walters mentioned that Town staff does a
195 wonderful job. There are many times when staff is doing things that no one knows

196 anything about. He complimented Chief Rinker on a situation he handled professionally
197 in the Police Department the other day. Mr. Walters also mentioned that other staff
198 members had heard the incident going on and were concerned about Chief Rinker and
199 asked Mr. Walters to check on Chief Rinker, who was handling the situation very well.

200 Chief Rinker stated that Mrs. Lohr remarked via text message that she appreciated
201 Mrs. Green filling in for her at this evening's meeting.

202

203 **Closed Meeting:**

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205 At 7:07 p.m., Mrs. Harkness made a motion to recess into Closed Session to
206 consult with legal counsel regarding specific legal matters requiring the provision of
207 legal advice by our attorney, as authorized by section 2.2-3711(A)(8) of the state
208 code. The subject matter of the meeting is Annexation Matters. Mr. Watkins
209 seconded the motion which passed on the following unanimous 5-0 roll call vote:

210

211 Mrs. Harkness	Aye	Mr. Watkins	Aye
212 Mr. King	Aye	Mrs. Hannah	Aye
213 Mr. Hughes	Aye		

214

215 At 8:19 p.m., Mr. Watkins made a motion to return from Closed Session by
216 reading aloud the following Certification Resolution: With respect to the just
217 concluded closed session, and to the best of each member's knowledge, (i) only
218 public business matters lawfully exempted from open meeting requirements under
219 The Virginia Freedom of Information Act and (ii) only such public business matters
220 as were identified in the motion by which the closed meeting was convened were
221 heard, discussed or considered in the meeting by the Town Council. Mr. Hughes
222 seconded the motion which passed on the following unanimous 5-0 roll call vote:

223

224 Mrs. Hannah	Aye	Mr. King	Aye
225 Mr. Watkins	Aye	Mrs. Harkness	Aye
226 Mr. Hughes	Aye		

227

228 **Adjournment:**

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230 With no further business to discuss, at 8:20 p.m. Mr. Hughes made a motion
231 to adjourn the meeting. Mr. King seconded the motion which carried on a
232 unanimous 5-0 voice vote.


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J. Todd Walters, Town Clerk



Larry Bompiani, Mayor