

Town of New Market
Council Agenda
Council Chambers
Arthur L. Hildreth, Jr., Municipal Building

Monday, September 16th, 2024, at 6:30 p.m.

SPECIAL MESSAGE TO THE PUBLIC:

**INTERESTED CITIZENS NOT WISHING TO ATTEND THE MEETING IN PERSON MAY
UTILIZE OUR LIVESTREAM BY ACCESSING THE TOWN OF NEW MARKET VIRGINIA
YOUTUBE CHANNEL:
<https://tinyurl.com/u427jww>**

TENTATIVE AGENDA

Call to order and establishment of a quorum

Approval of the Agenda

Consent Agenda:

- 1) Minutes from the August 19th, 2024, Meeting of the New Market Town Council.
- 2) Minutes from the September 10th, 2024, Work Session of the New Market Town Council.
- 3) Financial Statements for August 2024

Public Hearing: none

Citizen Comments and Petitions:

1. New Market Fire & Rescue Department representative

Committee Reports: None

Staff Reports: Public Works Monthly Report- J.D. Fadley
Planning Department Monthly Report – N. Garrison
Public Safety Monthly Report – Chief Chris Rinker
Events & Marketing Monthly Report – Savannah Frazier

Action Items:

1. Discussion and consideration of ownership of the Town's secondary streets.

Mayor's Comments:

1. Constitution Week Proclamation commemorating the signing of the Constitution of the United States on September 17th, 1787.

Council Comments:

Staff Comments:

Closed Meeting:

Closed Session to consult with legal counsel regarding specific legal matters requiring the provision of legal advice by our attorney, as authorized by section 2.2-3711(A)(8) of the state code. The subject matter of the meeting is: Voluntary Settlement Agreement matters regarding Annexation.

Closed Session to discuss the performance and employment of specific local government personnel, as authorized by § 2.2-3711(A)(1) of the Virginia Code. The subject matter of the meeting is the Town Manager.

Adjournment

50 **Staff Reports:**

51

52 **1. Public Works Department Monthly Report – Mr. J. D. Fadley**

53 Mr. Fadley gave a power point presentation. The Public Works Department
54 repaired a water lateral leak at 162 West Old Cross Rd., 9550 S. Congress St., 9358 N.
55 Congress St., and completed the water tap for the poultry wastewater plant. He reported
56 the crew cleaned out the wet well at Stirewalt pump station. The Public Works assisted
57 with the set up for movie night in the park, as well as the Cross Roads Music Fest. They
58 also conducted their regular monthly maintenance tasks. The Water Department repaired
59 the air release at the River pump station. They troubleshooted and repaired Well #8,
60 which was not running. They cleaned and calibrated the pressure transducer on the
61 finished water tank at the water plant. They also checked the pump and valves at
62 Stirewalt pump station for blockage. They checked backup engines and generators for
63 proper operation before the tropical storm. He stated that they started the annual lead and
64 copper testing and continue to work on the lead and copper ID program. A copy of the
65 presentation is on file with the minutes.

66

67 **2. Planning Department Monthly Report – Nathan Garrison**

68 Mr. Garrison reported on permits that were approved such as a deck at 226
69 Periwinkle Ln., a ramp at 93 Authur Ln., outside set of stairs at 9344 John Sevier Rd.,
70 new house at 845 Clicks Ln., shed at 9733 S. Congress St., a porch roof at Sun Beau Dr.,
71 and a change of use at 195 Lee Hwy. for a new business.

72

73

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

75 Chief Rinker gave a power point presentation. There were 393 total calls for
76 service, 150 extra patrols, and 6 foot patrols. Chief Rinker reported on some notable
77 events such as assisting with police presence and traffic control for the July 5th,
78 Independence Day Celebration, attending Public Safety Night at the New Market Rebels
79 game, and provided police presence at the Congress Street Block Party. A copy of the
80 presentation is on file with the minutes.

81

82 **4. Events & Marketing Monthly Report – Ms. Savannah Frazier**

83 Ms. Savannah Frazier presented a power point presentation. Ms. Frazier reported
84 a great turnout for the Congress Street Summer Block Party. She expressed her
85 appreciation for the SJHS Generals Football team and their help with the kid's game area.
86 She reported there was a ribbon cutting at the This N That Dealz shop on S. Congress
87 Street. The NNO event was a success, and she gave appreciation to Officer Toman for
88 planning the event and thanked the sponsors. Other events such as Cross Roads Music
89 Fest and the Movie Night in the Park were well attended. The Town is set up with the
90 county wide marketing blitz at the VTC Clearbrook Welcome Center. Ms. Frazier
91 wrapped up her presentation with a list of upcoming events and projects that she is
92 working on. A copy of the presentation is on file with the minutes.

93

94 **Action Items:**

95 The first action item listed for discussion and consideration of the town's secondary
96 streets. Mr. Garrison presented a power point presentation to discuss the potential
97 ownership change of secondary streets from VDOT to the Town. These streets would
98 include John Sevier Rd. Cadet Rd, and other subdivision roads, but this does not include

99 primary streets such as North and South Congress Street, West Old Cross Rd., or Lee
100 Hwy. Mr. Garrison explained that towns less than 3500 in population can petition the
101 General Assembly for ownership of their streets. He gave examples of other localities
102 that have done this. He explained that opting to own our secondary streets will allow New
103 Market to receive quarterly maintenance payments from the Commonwealth for
104 maintenance and repairs of streets and have more involvement in repairs. If we were to
105 do this the town would be responsible for maintenance repair of all streets related assets
106 to include sidewalks, culverts, snow plowing which we are currently doing, trimming and
107 mowing, street signs and other maintenance as needed. He stated that one thing we would
108 not be responsible for was stoplight engineering, as that is a part of the primary streets.
109 The town would be responsible for ensuring that the VDOT standards are met, and permit
110 process done correctly. He explained that the town would have to have multiyear
111 contracts for milling and paving for larger projects. Mr. Garrison noted that a positive
112 thing is that there isn't any major infrastructure such as bridges or large culverts. The
113 culvert at Shenandoah Dr. is in very good condition and note other culverts in town are in
114 good condition as well. Mr. Garrison discussed the financial aspect of owning our
115 secondary streets. The estimated amount, if we were to have ownership today, for FY25
116 would be \$278,562, which is 16.75 lane miles at \$16,625 per mile. Payments would be
117 provided quarterly through the Commonwealth. These funds would supplement the
118 General Fund for salaries, streetlights, snow plowing, equipment, paving, and permits.
119 Mr. Garrison presented paving examples and cost, as well as future needs to
120 accommodate the projects and responsibilities. In his presentation, Mr. Garrison had a
121 slide that laid out the process that would need to take place. He explained this is a long
122 process that requires a resolution therefore he is not looking for any action to be taken
123 tonight. Mr. Garrison explained each step in the process, and that if we were to start this
124 fall, we would have ownership by fall 2026. Mayor Bompiani opened the floor for
125 council questions. Mr. King inquired about the potential of the annual allotment
126 increasing each year. Mr. Garrison stated that to his knowledge it may go up
127 incrementally, but not much. Mrs. Harkness asked for clarification on the General Funds
128 category, if that was separate from the funds received for the street ownership. Mr.
129 Garrison clarified that the general funds mentioned such as salaries, streetlights, etc.
130 would be a portion of the funds that come from the Commonwealth. Mr. King asked how
131 much we are currently being reimbursed by VDOT for plowing. Mr. Garrison stated that
132 he didn't have the number in front of him, but with the lack of snow of the past couple
133 years, it hasn't been much. Mr. Hughes inquired about the engineering costs and who
134 would incur those costs, as our roads are in need of repair. Mr. Garrison clarified that
135 engineering costs would be the responsibility of the town. Mr. Hughes inquired about the
136 staffing needed for the increased workload, and Mr. Garrison stated that we estimate
137 needing at least one more staff member. Mayor Bompiani asked where the quotes for
138 paving come from, and Mr. Fadley, Public Works Director, stated it was from Adams
139 Construction/Asphalt. Mayor Bompiani noted that the equipment needed would help for
140 projects that the town currently works on. The Mayor reflected on lack of funds from
141 VDOT that have been utilized to improve New Market's roads over the past couple of
142 years. Mr. Garrison stated that October would be the latest time frame to move forward.
143 The Mayor suggested a work session be scheduled to have more discussion prior to the
144 next Town Council meeting.

145
146

196 Mr. Hughes thanked Mr. Fadley for being a speaker at one of the Rotary Meetings, and it
197 was very informative.

198

199

200

201 **Staff Comments:**

202 Mr. Garrison noted that all staff have been very busy this past month from water leaks,
203 tropical storms, project planning items, and he stated his appreciation for all the hard
204 work.

205

206 Chief Rinker stated he appreciated the citizens along Congress Street for their
207 cooperation during the paving projects. He noted that VDOT did a good job too. The
208 Mayor noted that the citizens did a great job of finding alternate parking. Chief Rinker
209 said that there was a lot of communication done, and partnerships with local churches to
210 provide other parking alternatives during the paving project.

211

212 **Closed Session:**

213

214 **At 7:16 p.m., Mrs. Harkness moved to recess into a closed meeting in order to**
215 **discuss the performance and employment of a specific local government appointee,**
216 **as authorized by section 2.2-3711(A)(1) of the state code. The subject matter of the**
217 **meeting is the New Market Fire Chief.**

218

219 **Mrs. Hannah seconded the motion, which passed on the following 5-0 roll call vote:**

220

221 Mr. King	Aye		
222 Mrs. Hannah	Aye	Mrs. Harkness	Aye
223 Mr. Hughes	Aye	Mr. Watkins	Aye

224

225

226 **At 9:10 p.m., Mr. Watkins made a motion to return from Closed Session and read**
227 **aloud the following Certification Resolution: With respect to the just-concluded**
228 **Closed Session and to the best of each member's knowledge, (i) only public business**
229 **matters lawfully exempted from open meeting requirements under The Virginia**
230 **Freedom of Information Act and (ii) only such public business matters as were**
231 **identified in the motion by which the closed meeting was convened were heard,**
232 **discussed or considered in the meeting by the Town Council. Mr. Hughes seconded**
233 **the motion which passed on the following 5-0 roll call vote:**

234

235 Mr. King	Aye		
236 Mrs. Hannah	Aye	Mrs. Harkness	Aye
237 Mr. Hughes	Aye	Mr. Watkins	Aye

238

239

240 **Adjournment:**

241

242 **With no further business to discuss, at 9:11 p.m. Mr. Hughes made a motion**
243 **to adjourn the meeting. Mr. King seconded the motion, with no further discussion**
244 **the motion passed on a unanimous 5-0 voice vote.**

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N. Garrison, Town Clerk

Larry Bompiani, Mayor

**Minutes of the New Market
Town Council Work Session
Tuesday, September 10th, 2024
6:30 p.m.**

The New Market Town Council met in the Council Chambers of the Arthur L. Hildreth, Jr., Municipal Building on Tuesday, September 10th, 2024, with the following members present: Mayor Larry Bompiani, Peggy Harkness, Daryl Watkins, Peter Hughes, Janice Hannah and Bob King. Council member Scott Wymer was absent.

The first item on the Work Session Agenda was a discussion of secondary street ownership. Mr. Garrison, Town Manager, requested to start with the second action item on the agenda which was the discussion of a budget amendment for FY 24-25. Mayor Bompiani agreed to start with the second action item. Mr. Garrison presented and discussed the ARPA budget summary, along with the FY 24-25 Budget Amendment 1. *(A copy of the first draft of the budget and the ARPA summary is on file with the packet).* Mr. Garrison, along with Mrs. Teresa Green, Treasurer, answered any questions that the council members had in reference to the amendment.

The next action item was the discussion of secondary street ownership. Mr. Garrison, along with Mr. J.D. Fadley, Public Works Director, presented a summary sheet which recapped the presentation that was given during the Town Council meeting on August 19th, 2024. They discussed the overview, background of owning secondary streets, the scope of responsibility, the financial impact, and the future needs, along with the next steps. *(A copy of the Street Ownership Summary is on file with the packet)*

At 7:30 p.m., Mr. Watkins made a motion to adjourn the work session. Mr. Hughes seconded the motion which carried on a unanimous 5-0 voice vote.

**Financial Statement Notes for
Period Ending August 31,2024**

GENERAL FUND

- 481-001 American Rescue Plan (ARPA)**
Current month's expenditures include the final payment for the purchase of property on Congress Street, partial payment on a new pool cover, the costs of new office furniture for the new maintenance building and the costs of two new mowers.
- 496-001 Capital Outlay – Public Works**
Current month's expenditures include engineering fees, IT costs and electrical service for the new maintenance building.
- 496-005 Capital Outlay – Community Park Improvements**
Current month's expenditures include costs of the New Market Community Center Planning Study.

WATER / SEWER FUND

- 771-000 Capital Outlay – Water Department**
Current month's expenditures include the engineering fees for the new water tank project and costs of distribution system maintenance.
- 771-001 Capital Outlay – Sewer Department**
Current month's expenditures include the costs of repair parts for the Stirewalt pump station.

BALANCE SHEET WITH BUDGET COMPARISON
AS OF AUG 31, 2024

Account Number

A S S E T S

CASH

101000000	CASH ON HAND	400.00
10200-002	CASH - PRIMIS	18585.87
10200-003	CASH - PRIMIS MONEY MARKET	150.57
10200-004	CASH - TRUIST MONEY MARKET	2791755.78
10200-005	CASH - TRUIST	46587.31
10200-006	LOAN ESCROW ACCOUNT	25854.21
105000000	MUNC BLDG PERPETUAL FUND	69580.32

TOTAL CASH 2952914.06

OTHER ASSETS

10700-001	ALLOWANCE FOR UNCOLLECT TAXES	(37698.75)
107000000	TAXES RECEIVABLE	315395.90
11500-001	ALLOWANCE FOR UNCOLLECT TRASH	(6352.33)
115000000	ACCOUNTS RECEIVABLE	159724.49
118000000	PREPAID EXPENSES	106865.56
119000000	ADVANCE TO WATER/SEWER FUND	177508.00

TOTAL OTHER ASSETS 715442.87

TOTAL ASSETS 3668356.93

LIABILITIES & SURPLUS/DEFICIT

LIABILITIES

201000000	ACCOUNTS PAYABLE	15310.47
204000000	VRS WITHHOLDING	1381.09
20500-002	DEFERRED PROPERTY TAXES	289673.89
20500-005	MISC PAYROLL WITHHOLDINGS	(37.96)
20500-006	UNEARNED REV - EVENTS/MARKETNG	11450.00
20500-007	UNEARNED REV - CROSSROADS FEST	3270.00
20500-009	UNEARNED REV - PARK EQUIPMENT	2872.93
20500-011	UNEARNED REV - MISC TRANS	710.82
20500-012	UNEARNED REV - ARPA FUNDS	1193079.18
20500-013	UNEARNED REV - NMCC DONATIONS	3600.00
205000000	INSURANCE WITHHOLDING	107.50
211000000	TAXES - PREPAYS	20999.47

TOTAL LIABILITIES 1542417.39

UNAUDITED

BALANCE SHEET WITH BUDGET COMPARISON
AS OF AUG 31, 2024

Account Number

	SURPLUS/DEFICIT	
251000000	GENERAL FUND BALANCE	1875065.10
25200-001	RESERVE FOR FUTURE CAP PROJECT	315519.94
	CURRENT SURPLUS/DEFICIT	(64645.50)

	TOTAL SURPLUS/DEFICIT	2125939.54
		=====
	TOTAL LIABILITIES AND SURPLUS	3668356.93

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	***** YEAR TO DATE ***** ACTUAL	***** YEAR TO DATE ***** ANNUAL BUDGET	***** YEAR TO DATE ***** % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR	

INCOME							
31100-001	CURRENT REAL ESTATE TAX	2080.68	7345.37	315000.00	2.33	1594.93	2238.23
31100-002	CURRENT PERSONAL PROPERTY T	46298.40	48238.15	190000.00	25.39	46208.65	47471.50
316000000	CURRENT UTILITY TAX	9454.39	19955.83	108000.00	18.48	3577.12	11449.78
319000000	PENALTY/INT. DELINQUENT TAX	522.35	2754.17	5000.00	55.08	369.14	662.45
321000000	BUSINESS AND PROFESSIONAL L	20.00	20.00	55000.00	.04	100.00	122.33
322000000	MOTOR VEHICLE LICENSE	890.00	2583.99	40000.00	6.46	825.01	1641.23
323000000	CIGARETTE TAX	0.00	13500.00	85500.00	15.79	3750.00	12750.00
33500-004	STATE SHARED SALES TAX	13231.70	25849.91	138385.00	18.68	14285.63	28303.28
33500-006	ROLLING STOCK TAX	4.88	4.88	7.00	69.71	.00	6.87
33500-013	STATE SHARED BANK STOCK TAX	0.00	.00	32000.00	.00	.00	.00
33500-014	POLICE DEPARTMENT STATE AID	0.00	.00	55060.00	.00	.00	.00
33500-017	FIRE PROGRAM FUNDS	0.00	.00	15000.00	.00	.00	.00
33500-019	VDOT SNOW REMVL CONTRACT FU	0.00	.00	35000.00	.00	.00	.00
33500-020	AUTO RENTAL TAX	445.49	1039.15	5434.00	19.12	745.76	1524.06
33500-025	POLICE DONATIONS - REVENUES	501.00	6077.00	2500.00	243.08	882.99	1172.99
33500-029	VDOT GRANT E LEE HWY SIDEWA	0.00	.00	175000.00	.00	.00	.00
33500-035	VML RISK MANAGEMENT GRANT	0.00	.00	2000.00	.00	.00	.00
33500-043	AMERICAN RESCUE PLAN (ARPA)	154394.57	169058.36	1328658.00	12.72	.00	11750.00
33500-045	ARPA LAW ENFORCE EQ GRANT	0.00	.00	92000.00	.00	.00	.00
33500-046	P2P VEHICLE SHARE	0.00	42.89	130.00	32.99	.00	40.88
35100-001	COURT FINES & FORFEITURES	525.43	1133.32	5000.00	22.67	582.35	2028.23
35100-002	K-9 DONATIONS	0.00	.00	1000.00	.00	.00	.00
35100-004	TRASH COLLECTION	15360.22	30504.56	179000.00	17.04	15314.82	30457.71
36100-001	INTEREST ON SAVINGS-MUNC BL	188.21	364.57	2105.00	17.32	189.09	365.51
361000000	INTEREST ON SAVINGS	5387.66	11014.32	65000.00	16.95	6686.69	12071.13
36200-001	INSURANCE RECOVERY	0.00	.00	.00	.00	8385.14	8385.14
362000000	SALE OF PROPERTY/EQUIPMENT	0.00	.00	5000.00	.00	.00	.00
36300-002	CAPITAL RESERVES	0.00	.00	87213.00	.00	.00	.00
363000000	MISCELLANEOUS REVENUE	155.15	175.65	2500.00	7.03	79.50	117.25
36500-001	TRANSIENT OCCUPANCY TAX	22241.48	39389.13	148953.00	26.44	13000.68	27351.02
365000000	MEALS TAX	56546.42	132657.86	669614.00	19.81	62577.42	126365.09
368000000	ZONING & SUBDIVISION FEES	160.00	200.00	2120.00	9.43	170.00	220.00
37000-001	MISCELLANEOUS (PARK)	0.00	.00	1500.00	.00	.00	.00
371000000	CONSTRUCTION LOAN PROCEEDS	0.00	.00	.00	.00	.00	840000.00
384000000	POOL	2933.25	13087.06	35000.00	37.39	4834.60	18001.94
390000000	USER FEES	450.00	955.00	14555.00	6.56	430.00	900.00
39100-001	NMCC RENTALS	0.00	500.00	.00	.00	500.00	800.00
391000000	4TH OF JULY	0.00	.00	2500.00	.00	.00	.00
39200-001	CROSSROADS FEST MUSIC SERIE	869.81	869.81	5000.00	17.40	1670.00	1670.00
392000000	MARKETING & EVENTS REVENUE	0.00	.00	5000.00	.00	1390.00	1415.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
TOTAL INCOME	332661.09	527320.98	3910734.00	13.48	188149.52	1189281.62
EXPENSES						
GENERAL GOVERNMENT						
41300-001 TOWN COUNCIL/PLANNING SALAR	0.00	.00	17300.00	.00	.00	.00
41300-002 ADMINISTRATIVE SALARIES	12463.63	20903.33	138200.00	15.13	4166.68	8333.36
41300-003 FRINGE BENEFITS	3991.09	7618.41	66000.00	11.54	682.90	765.44
41300-004 CONTINUING EDUCATION	0.00	.00	6500.00	.00	815.00	815.00
41300-007 SHENANDOAH TRAVEL COUNCIL	0.00	.00	20000.00	.00	.00	.00
41300-009 PRINTING/BINDING/STATIONARY	276.90	481.88	5500.00	8.76	571.00	571.00
41300-010 ADVERTISING	0.00	.00	6000.00	.00	371.48	828.80
41300-011 MISCELLANEOUS	337.96	337.96	2500.00	13.52	915.98	915.98
41300-012 VRSA INSURANCE	0.00	.00	45200.00	.00	.00	.00
41300-013 TOWN COUNCIL ELECTIONS	0.00	.00	2100.00	.00	.00	.00
41300-019 ANNEXATION EXPENSE	0.00	.00	10000.00	.00	.00	.00
41300-020 DRPT DEMO PROGRAM GRANT	0.00	11369.78	11400.00	99.73	.00	.00
TOTAL GENERAL GOVERNMENT	17069.58	40711.36	330700.00	12.31	7523.04	12229.58
FINANCIAL ADMINISTRATION						
41500-001 SALARIES	11389.95	19051.28	98000.00	19.44	8662.59	20176.20
41500-002 FRINGE BENEFITS	3453.73	6694.07	42000.00	15.94	3624.90	6543.23
41500-003 ATTORNEY FEES	1147.43	1147.43	35000.00	3.28	3696.30	3696.30
41500-004 AUDIT FEES	0.00	.00	13650.00	.00	.00	.00
41500-005 UTILITIES (TOWN HALL)	1414.64	2207.98	18000.00	12.27	1246.59	2562.87
41500-006 CONTRACTUAL SERVICES	1384.77	5766.19	45000.00	12.81	6063.95	7254.17
41500-007 NEWSLETTER	755.92	1508.09	10225.00	14.75	852.69	1581.76
41500-008 POSTAGE	8.29	8.29	4250.00	.20	287.81	291.23
41500-010 OFFICE SUPPLIES	593.23	668.23	5200.00	12.85	99.57	99.57
41500-011 MISCELLANEOUS	150.00	150.00	1000.00	15.00	34.73	34.73
41500-029 BANK FEES	1144.98	2494.21	6000.00	41.57	1403.70	3645.30
415000000 PART-TIME SALARIES	1565.17	2476.70	12600.00	19.66	.00	484.58
TOTAL FINANCIAL ADMINISTRATION	23008.11	42172.47	290925.00	14.50	25972.83	46369.94
POLICE DEPARTMENT						
42100-001 SALARIES	42266.09	80779.50	428600.00	18.85	29655.36	63118.97
42100-002 FRINGE BENEFITS	13042.74	26000.99	187000.00	13.90	14777.93	29847.17
42100-003 COMMUNICATIONS	61.79	440.41	7850.00	5.61	378.67	423.67
42100-004 AUTO REPAIR	91.17	91.17	7500.00	1.22	887.24	887.24
42100-005 FUEL	1162.69	1162.69	19500.00	5.96	1344.17	1344.17
42100-006 CONTINUING EDUCATION	0.00	5040.00	13500.00	37.33	4340.00	4340.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	***** YEAR TO - DATE ***** ACTUAL	ANNUAL BUDGET	% OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
42100-007 SUPPLIES/MATERIALS/EVIDENCE	1321.21	2247.46	16500.00	13.62	1381.65	1824.46
42100-009 UNIFORMS	1466.22	1466.22	6500.00	22.56	.00	.00
42100-010 MISCELLANEOUS	127.01	127.01	1250.00	10.16	.00	.00
42100-011 TECHNOLOGY	5.98	5.98	10500.00	.06	743.10	743.10
42100-012 K-9 EXPENSE	332.71	332.71	2000.00	16.64	162.69	162.69
42100-025 POLICE DONATIONS - EXPENDIT	647.99	1702.99	3000.00	56.77	1172.99	1172.99
42100-029 VRSA RISK SHARING GRANT	0.00	.00	2000.00	.00	.00	.00
42100-030 CONTRACTUAL SERVICES	99.00	13614.76	14000.00	97.25	99.00	5420.95
421000000 PART-TIME SALARIES	330.00	750.00	6800.00	11.03	.00	.00
TOTAL POLICE DEPARTMENT	60954.60	133761.89	726500.00	18.41	54942.80	109285.41
STREETS RECON & MAINTENANCE						
43100-001 SALARIES	19250.79	32592.96	166450.00	19.58	13000.08	25375.28
43100-002 FRINGE BENEFITS	7056.63	13551.13	79200.00	17.11	6373.89	12647.03
43100-003 MECHANICAL	877.85	877.85	20000.00	4.39	595.78	595.78
43100-004 FUEL EXPENSES	2185.26	2185.26	22000.00	9.93	1575.46	1575.46
43100-005 SNOW REMOVAL	0.00	.00	5000.00	.00	.00	.00
43100-006 UTILITIES	703.18	958.50	15000.00	6.39	752.24	1212.18
43100-007 STREET LIGHTS	2249.96	2249.96	30000.00	7.50	2090.20	2090.20
43100-008 REPAIRS/SUPPLIES (GEN MAINT	2851.60	2851.60	20000.00	14.26	280.29	280.29
43100-009 REPAIRS/SUPPLIES (TOWN HALL	2499.81	2499.81	10000.00	25.00	322.33	322.33
43100-010 UNIFORMS	430.95	430.95	7199.00	5.99	785.71	981.99
43100-012 MISCELLANEOUS	16.00	16.00	2000.00	.80	.00	.00
43100-013 HOUSEKEEPING (TOWN HALL)	250.00	250.00	5700.00	4.39	300.00	300.00
431000000 PART-TIME SALARIES	4317.01	7432.14	26000.00	28.59	3867.00	7042.00
TOTAL STREET RECON AND MAI	42689.04	65896.16	408549.00	16.13	29942.98	52422.54
SANITATION						
43200-003 WASTE COLLECTION	23970.31	24227.83	142300.00	17.03	11369.34	22738.68
43200-004 MISC (FUEL SURCHARGE)	0.00	.00	1000.00	.00	.00	.00
43200-005 LANDFILL FEES	1617.13	1742.13	35700.00	4.88	1987.56	1987.56
TOTAL SANITATION	25587.44	25969.96	179000.00	14.51	13356.90	24726.24
CULTURE/RECREATION						
45100-001 COMMUNITY SUPT: DONATIONS	386.41	3386.41	15000.00	22.58	3377.80	7416.45
45100-002 COMMUNITY SUPT: PUBLIC SAFE	0.00	.00	15000.00	.00	.00	.00
45100-003 ECONOMIC DEVELOPMENT	0.00	.00	5000.00	.00	.00	.00
45100-004 TOWN WIDE ENHANCEMENT PROJE	0.00	.00	3000.00	.00	180.00	360.00
45100-006 MARKETING & EVENTS	2072.42	3025.29	50125.00	6.04	5977.99	6459.03
45100-007 CROSSROADS FEST MUSIC SERIE	2007.86	2007.86	16040.00	12.52	1670.00	1670.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR
45100-009 FIREWORKS	6800.00	6800.00	14000.00	48.57	.00	.00
TOTAL CULTURE/RECREATION	11266.69	15219.56	118165.00	12.88	11205.79	15905.48
PARKS & RECREATION						
46100-001 POOL SALARIES	11495.80	22721.51	35000.00	64.92	10758.08	22001.36
46100-002 FRINGE BENEFITS	879.45	1738.21	2700.00	64.38	822.98	1683.06
46100-003 PARK UTILITIES	55.26	115.89	3500.00	3.31	161.14	283.25
46100-004 POOL EXPENSES: UTILITIES	1414.06	1574.70	8000.00	19.68	1283.20	2687.13
46100-005 POOL EXPENSES: CONCESSIONS	1576.71	1576.71	5200.00	30.32	1513.60	2139.32
46100-006 POOL EXPENSES: REPAIRS & SU	587.43	637.43	10000.00	6.37	3446.71	4700.68
46100-007 POOL EXPENSES: POOL CHEMICA	12.99	12.99	12000.00	.11	3483.00	3483.00
46100-008 PARK SUPPLIES & MAINTENANCE	869.91	1246.11	20000.00	6.23	716.54	1243.40
46100-011 MISCELLANEOUS	0.00	.00	500.00	.00	.00	.00
46100-012 NMCC SALARIES	71.40	71.40	.00	.00	.00	.00
46100-014 NMCC UTILITIES	423.92	534.80	10000.00	5.35	360.49	746.52
46100-015 NMCC SUPPLIES/MAINTENANCE	0.00	375.00	6000.00	6.25	.00	.00
46100-016 NMCC MISCELLANEOUS	0.00	.00	500.00	.00	.00	.00
TOTAL PARKS & REC	17386.93	30604.75	113400.00	26.99	22545.74	38967.72
CARES ACT EXPENSES						
TOTAL CARES ACT EXPENSES	0.00	.00	.00	.00	.00	.00
AMERICAN RESCUE PLAN (ARPA)						
48100-001 AMERICAN RESCUE PLAN (ARPA)	154394.57	169058.36	1328658.00	12.72	1786.70	15628.05
48100-002 ARPA LAW ENFORCE EQ GRANT	0.00	.00	92000.00	.00	17228.35	17228.35
TOTAL ARPA EXPENSES	154394.57	169058.36	1420658.00	11.90	19015.05	32856.40
DEBT SERVICE						
49500-002 GEN OBLIG BOND SERIES 2023	0.00	.00	68231.00	.00	.00	.00
49500-003 LOAN PAYMENT - PW EQUIP	11803.02	11803.02	23606.00	50.00	.00	.00
TOTAL DEBT SERVICE	11803.02	11803.02	91837.00	12.85	.00	.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR

CAPITAL OUTLAY						
49600-001 PUBLIC WORKS	23405.71	23405.71	175000.00	13.37	.00	24000.00
49600-005 COMMUNITY PARK IMPROVEMENTS	5775.00	15265.95	20000.00	76.33	.00	.00
49600-006 CONTINGENCY	0.00	.00	7500.00	.00	.00	.00
496000000 ADMINISTRATIVE	0.00	18097.29	28500.00	63.50	.00	.00
	-----	-----	-----	-----	-----	-----
TOTAL CAPITAL OUTLAY	29180.71	56768.95	231000.00	24.58	.00	24000.00
	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES	393340.69	591966.48	3910734.00	15.14	184505.13	356763.31
PROFIT OR LOSS	60679.60-	64645.50-	.00	.00	3644.39	832518.31

UNAUDITED

BALANCE SHEET WITH BUDGET COMPARISON
AS OF AUG 31, 2024

Account Number

A S S E T S

CASH

141000000	CASH ON HAND	300.00
14200-002	CASH - PRIMIS	145204.62
14200-003	CASH - PRIMIS MONEY MARKET	240398.56
14200-004	CASH - TRUIST MONEY MARKET	72488.81
14200-005	CASH - TRUIST	149680.27
14200-006	LOAN ESCROW ACCOUNT	38106.28

TOTAL CASH 646178.54

OTHER ASSETS

14700-001	ALLOWANCE FOR UNCOLLECT A/R	(74372.39)
147000000	WATER & SEWER RENTS RECEIVABLE	334430.02
155000000	ACCOUNTS RECEIVABLE	11696.52
158000000	PREPAID EXPENSES	27825.90
15900-001	BROADWAY WWTP PROJECT	2250000.00
15900-002	LAND	632375.55
159000000	PIPELINE AND PUMPSTATION	5203155.19
160000000	OFFICE EQUIPMENT	53885.14
16100-001	WATER & SEWER LINE EQUIPMENT	204205.64
16100-002	WATER & SEWER LINE EQUIP A/D	(138742.63)
161000000	WATER AND SEWER LINES	5311169.72
16200-001	WELL EQUIPMENT	68137.40
16200-002	WELL EQUIPMENT A/D	(66713.48)
162000000	WELLS AND EQUIPMENT	539137.79
163000000	WATER STORAGE TANK	141727.25
164000000	FILTRATION PLANT	3033524.47
16500-001	CONSTRUCTION IN PROGRESS	630756.60
165000000	SEWAGE DISPOSAL PLANT	3273868.27
166000000	TRUCKS	138829.43
16700-001	ACCUM DEP - WATER & SEWER LINE	(2682921.16)
16700-002	ACCUM DEP - WELL & EQUIP	(343828.06)
16700-003	ACCUM DEP - WATER TANK	(141727.27)
16700-004	ACCUM DEP - FILTER PLANT	(1562765.50)
16700-005	ACCUM DEP - SEWER DISPOSAL PLT	(2586905.54)
16700-006	ACCUM DEP - EQUIPMENT, TRUCKS	(114227.64)
16700-007	ACCUM DEP - OFFICE EQUIP	(49766.29)
16700-008	ACCUM DEP - PIPELINE & PUMPSTA	(1245993.47)
16700-009	ACCUMULATED AMORTIZATION	(771429.97)
169000000	DEFERRED OUTFLOW OF RESOURCES	128776.00
170000000	DEFERRED OUTFLOWS - GLI	6861.00

UNAUDITED

BALANCE SHEET WITH BUDGET COMPARISON
AS OF AUG 31, 2024

Account Number

TOTAL OTHER ASSETS	12210968.49
	=====
TOTAL ASSETS	12857147.03
LIABILITIES & SURPLUS/DEFICIT	
LIABILITIES	
24100-003	A/P COMP ABSENCES 25790.62
241000000	ACCOUNTS PAYABLE 7595.62
24200-001	WATER & SEWER OVERPAYS (738.47)
242000000	WATER & SEWER DEPOSITS PAYABLE 36382.50
248000000	ACCRUED INTEREST PAYABLE 11146.88
249000000	DUE TO GENERAL FUND 177508.00
25000-003	2019 VRA LOAN PAYABLE 870000.00
25000-004	BOND PREMIUM (2019 VRA LOAN) 166337.29
25000-005	DEFERRED AMOUNT ON REFUNDING 46725.59
25100-002	2009 REVOLVING LOAN PAYABLE 942574.64
253000000	OPEB LIABILITY - GLI 20332.00
255000000	VRS NET PENSION LIABILITY 325768.00
256000000	DEFERRED INFLOW OF RESOURCES 54988.00
257000000	DEFERRED INFLOWS - GLI 4129.00

TOTAL LIABILITIES	2688539.67
SURPLUS/DEFICIT	
28100-001	RESERVE FOR FUTURE CAP PROJECT 99770.07
281000000	WATER AND SEWER FUND BALANCE 9893146.10
	CURRENT SURPLUS/DEFICIT 175691.19

TOTAL SURPLUS/DEFICIT	10168607.36
	=====
TOTAL LIABILITIES AND SURPLUS	12857147.03

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR

SEWER DEPARTMENT						
73000-001 SALARIES	13828.65	23179.28	119500.00	19.40	9009.07	17859.15
73000-002 FRINGE BENEFITS	4475.27	8601.92	51000.00	16.87	4069.24	8126.30
73000-003 LIFT STATION UTILITIES	1393.63	1576.33	25000.00	6.31	2395.07	3409.78
73000-004 NF PUMP STATION UTILITIES	1080.73	1161.53	25000.00	4.65	1245.83	2344.32
73000-005 COLLECTION SYSTEM SUPP/MAT	4079.53	4565.58	12000.00	38.05	549.88	1614.18
73000-007 LIFT STATION REPAIRS/SUPPLI	0.00	4153.76	5000.00	83.08	.00	.00
73000-010 WATER TESTS (LAB)	0.00	.00	250.00	.00	.00	.00
73000-013 VEHICLE REPAIR AND MAINT	0.00	.00	5000.00	.00	.00	.00
73000-015 MISCELLANEOUS	0.00	.00	1000.00	.00	.00	.00
73000-016 PERMITS AND DUES	0.00	.00	500.00	.00	.00	.00
73000-017 BROADWAY TREATMENT COSTS	23655.00	28161.73	438416.00	6.42	20891.81	25534.97

TOTAL SEWER DEPARTMENT	48512.81	71400.13	682666.00	10.46	38160.90	58888.70
SEWAGE TREATMENT						

TOTAL SEWAGE TREATMENT	0.00	.00	.00	.00	.00	.00
ADMINISTRATIVE AND GENERAL						
75000-001 SALARIES	21229.88	35564.73	220200.00	16.15	15320.82	33344.81
75000-002 FRINGE BENEFITS	6395.54	12322.00	96000.00	12.84	5386.58	9454.97
75000-003 ATTORNEY FEES	1147.43	1147.43	35000.00	3.28	3696.29	3696.29
75000-004 AUDIT FEES	0.00	.00	13650.00	.00	.00	.00
75000-005 OFFICE SUPPLIES	593.25	1160.75	5000.00	23.22	54.60	54.60
75000-006 POSTAGE	547.06	1087.81	7500.00	14.50	1209.72	1209.72
75000-007 VRSA INSURANCE	0.00	.00	45200.00	.00	.00	.00
75000-008 CONTINUING EDUCATION	0.00	.00	2500.00	.00	100.00	100.00
75000-009 CONTRACTUAL SERVICES	1016.75	7774.25	43000.00	18.08	5635.33	5971.33
75000-010 MISCELLANEOUS	0.00	.00	776.00	.00	.00	.00
75000-014 BANK FEES	1169.37	2672.13	2000.00	133.61	1436.54	3507.53
750000000 PART TIME SALARIES	1565.17	2476.70	12600.00	19.66	.00	484.58
755000000 AMERICAN RESCUE PLAN ACT(AR	0.00	.00	35500.00	.00	.00	.00

TOTAL ADMIN AND GENERAL	33664.45	64205.80	518926.00	12.37	32839.88	57823.83
DEBIT SERV - W & S BONDS						
76000-006 RLF FORCE MAIN/PUMP STATION	0.00	.00	126000.00	.00	.00	.00
76000-011 VRA GEN OBLIGN SERIES 2019B	0.00	.00	151003.00	.00	.00	.00
76000-013 LOAN - MISC EQUIPMENT	19568.00	19568.00	39136.00	50.00	.00	.00

TOTAL DEBIT SERV W & S	19568.00	19568.00	316139.00	6.19	.00	.00

UNAUDITED

INCOME STATEMENT WITH BUDGET COMPARISON
FOR THE PERIODS ENDING AUG 31, 2024

	CURRENT MONTH	* * * * * ACTUAL	Y E A R T O - ANNUAL BUDGET	DATE * * * * * % OF BUDGET	THIS MTH- LAST YEAR	Y-T-D LAST YEAR

CAPITAL OUTLAY						
77100-001 SEWER DEPARTMENT	5810.35	5810.35	95500.00	6.08	.00	.00
77100-006 CIVIL ENGINEERING	0.00	.00	10000.00	.00	.00	.00
77100-007 WATER CONTINGENCY	0.00	.00	8000.00	.00	.00	.00
77100-008 SEWER CONTINGENCY	0.00	.00	8000.00	.00	.00	.00
77100-009 W/S ADMINISTRATION	0.00	.00	2500.00	.00	.00	.00
771000000 WATER DEPARTMENT	3741.29	6530.29	4188000.00	.16	6965.39	6965.39

TOTAL CAPITAL OUTLAY	9551.64	12340.64	4312000.00	.29	6965.39	6965.39
DEPRECIATION						

TOTAL DEPRECIATION	0.00	.00	.00	.00	.00	.00
=====						
TOTAL EXPENSES	154503.53	237936.62	6339431.00	3.75	117543.70	195723.31
PROFIT OR LOSS	55243.00	175691.19	.00	.00	81009.92	180946.37

UNAUDITED

Street Ownership Summary from August 2024 Presentation

Overview: At the August 2024 Council Meeting, a proposal was presented for the Town of New Market to take ownership of its secondary streets. This transition would enable the town to receive quarterly maintenance payments from the Commonwealth of Virginia, offering increased financial support for street upkeep and repairs.

Background: Currently, towns with populations over 3,500 can assume ownership of their streets directly, while smaller towns must petition the General Assembly. The proposal focuses on New Market taking responsibility for its secondary streets (e.g., John Sevier Road, Cadet cross streets, and subdivisions), with the aim of gaining state funding for street maintenance.

Scope of Responsibility: If New Market takes ownership, the town will manage all maintenance tasks, including sidewalks, culverts, snow plowing, street signs, paving, etc. However, primary streets and major infrastructure such as large culverts and bridges will remain under the purview of the Virginia Department of Transportation (VDOT). In-house crews will handle much of the maintenance, with larger projects being contracted out.

Financial Impact: For Fiscal Year 2025, the town would receive an estimated \$278,562 from the Commonwealth, covering 16.75 lane miles at \$16,625 per mile. These funds would supplement the general fund and support expenses such as salaries, street lighting, equipment, and paving.

Examples:

- John Sevier Road (East Old Cross to Fairway Drive) \$133,000
- John Sevier Road (East Old Cross to north dead end) \$99,727
- Cadet Road \$157,527
- Lee Street \$99,727
- Stuart Street \$36,762
- Stonewall Street \$53,130
- Dixie Lane \$12,590
- Clark Street \$57,965

Estimated Pricing based on 20' wide road and 1.5" mill

Future Needs: The town will need to purchase additional equipment such as a roller and small milling machine (attaches to skid steer) for paving projects and a street sign inventory. The plan also proposes adding a full-time maintenance employee to handle street responsibilities.

Next Steps:

- By October the Council needs to decide whether to proceed, and, if approved, legislation will be introduced at the state level.
- Throughout 2025/2026 staff will complete administrative processes, and Council will approve a resolution officially accepting the street system.
- By mid-2026, New Market would complete the ownership transfer and begin receiving quarterly payments.



***A PROCLAMATION ESTABLISHING SEPTEMBER 17 – 23, 2024 AS
CONSTITUTION WEEK IN THE TOWN OF NEW MARKET, VIRGINIA***

WHEREAS: September 17, 2024, marks the two hundred and thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Mayor Bompiani, by virtue of the authority vested in me as Mayor of the Town of New Market, Virginia, do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

And ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of New Market to be affixed this 16th day of September of the year of our Lord two thousand 24.

Signed _____ SEAL Attest _____

MOTION FOR RECESS INTO CLOSED SESSION

This simple guide covers most, but not all, situations in which closed sessions are permitted. If the facts do not fit this guide, consult the Town Attorney before making the motion.

I move to recess into a closed meeting in order to...

1. Consult with **legal counsel** regarding specific legal matters requiring the provision of legal advice by our attorney, as authorized by section 2.2-3711(A)(8) of the state code.

The subject matter of the meeting is:

Voluntary Settlement Agreement matters regarding annexation

2. Consult with legal counsel and be briefed by staff members or consultants about actual or probable **litigation**, where such consultation or briefing in open meeting would adversely affect the local government's negotiating or litigating posture, as authorized by section 2.2-3711(A)(7) of the state code.

The subject matter of the meeting—and the litigation—is ___

3. Discuss the performance and employment of specific local government **personnel**, as authorized by section 2.2-3711(A)(1) of the state code.

The subject matter of the meeting is the **Town Manager**

4. Discuss the **hiring or appointment** of specific public officers, appointees, or employees, as authorized by section 2.2-3711(A)(1) of the state code.

The subject matter is the hiring of a specific employee.

The subject matter is the appointment of a specific public official.

5. Discuss the **acquisition of real property** for a public purpose, as authorized by section 2.2-3711(A)(3) of the state code.

The subject matter is the possible acquisition of real property for _____

[state purpose].

6. Discuss the **disposition of real property**, where discussion in an open meeting would adversely affect the negotiating strategy of the public body, as authorized by section 2.2-3711(A)(3).

The subject matter of the meeting is real estate owned by the local government.

7. Discuss the **relocation or expansion of business** or industry where no previous announcement has been made, as authorized by section 2.2-3711(A)(5) of the state code.

The subject matter is a business which has indicated an interest in relocating to here or expanding operations within this locality.

8. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, as authorized by section 2.2-3711(A)(29) of the state code. The subject matter of the meeting is _____

CLERK: CERTIFY THIS MOTION ON ATTACHED. APPEND TO MINUTES.

I certify that I am the Clerk of the Town of New Market, Virginia, and that the foregoing is a true copy of a motion adopted by the Town Council of the Town of New Market, Virginia on this date, upon the following vote:

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>NOT PRESENT</u>	<u>MEMBER</u>	<u>MADE MOTION</u>	<u>SECOND</u>
_____	_____	_____	_____	Janice Hannah	_____	_____
_____	_____	_____	_____	Peggy Harkness	_____	_____
_____	_____	_____	_____	Peter Hughes	_____	_____
_____	_____	_____	_____	Bob King	_____	_____
_____	_____	_____	_____	Daryl Watkins	_____	_____
_____	_____	_____	_____	Scott Wymer	_____	_____
_____	_____	_____	_____	Larry Bompiani, Mayor*	_____	_____

_____	_____
Date	Clerk

CERTIFICATION RESOLUTION

With respect to the just-concluded closed session, and to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under The Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Town Council.

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>NOT PRESENT</u>	<u>MEMBER</u>	<u>MADE MOTION</u>	<u>SECOND</u>
_____	_____	_____	_____	Janice Hannah	_____	_____
_____	_____	_____	_____	Peggy Harkness	_____	_____
_____	_____	_____	_____	Peter Hughes	_____	_____
_____	_____	_____	_____	Bob King	_____	_____
_____	_____	_____	_____	Daryl Watkins	_____	_____
_____	_____	_____	_____	Scott Wymer	_____	_____
_____	_____	_____	_____	Larry Bompiani, Mayor*	_____	_____

_____	_____
Date	Clerk

Note: Any member who does not intend to vote “aye” must so state prior to vote and indicate the substance of the departure that, in his judgment, has taken place. This statement must be recorded in the minutes.