Town of Stanardsville
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THE REGULAR MEETING OF THE COUNCIL FOR THE TOWN OF STANARDSVILLE, VA., WAS HELD ON MONDAY DECEMBER 8th, 2025, AT 6:30 P.M. IN THE TOWN HALL.

PRESENT: Council Members: Richard Early
Doris Swenson
Kevin Kelley
Matthew Kime
Michael Payne, Mayor
Maynard Sipe, Town Attorney
Michael Wolkowicz, Clerk

Seeing as all council members were present constituting a quorum, Mayor Payne called the meeting to order and discussed that the Winter Ordinance was in effect.

Public Comments

Mayor Payne invited Mr. Blakey to make his regular comments, and the written transcript was submitted.

Ms. Kime suggested that two separate properties currently available be purchased and a discussion ensued and no action was taken due to downsides, but the matter would be considered.

Mayor Payne asked for a Moment of Silence for the passing of Frankie Lane, a student at William-Monroe High School who passed away.

Clerk's Report and Financial Report

Mayor Payne asked if the Councilmembers had reviewed the minutes for the November meeting which was answered in the affirmative and Doris Swenson motioned to accept the minutes which was seconded by Matt Kime; Voting for the motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye and Matthew Kime- Aye; Motion passed. The December 1st Special Meeting Minutes were next considered and Attorney Sipe asked for a minor change and Matt Kime motioned to accept the amended minutes which was seconded by Kevin Kelley; Voting for the motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye and Matthew Kime- Aye; Motion passed. Clerk Wolkowicz reviewed the monthly Balance Sheet and Profit and Loss statements and Matt Kime motioned to accept the monthly financials which was seconded by Kevin

Kelley; Voting for the motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye and Matthew Kime- Aye; Motion passed.

Matt Kime commented on the status of the 4th of July account funding and Mayor Payne commented. No action required.

Clerk Wolkowicz reviewed the expenditures for the William Mills House project totaling $27.4K to date for the architect. The Council discussed the upgrading of Quickbooks to an online service. Kevin Kelley motioned to upgrade the service which was seconded by Doris Swenson; Voting for the motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye and Matthew Kime- Aye; Motion passed. Matt Kime suggested the purchase of the Essentials package and Doris Swenson motioned to purchase this option which was seconded by Kevin Kelley; Voting for the motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye and Matthew Kime- Aye; Motion passed.

William Mills House

Mayor Payne informed the council that the single bid received was not compatible with the Town's needs and a new IFB was being submitted. Additionally, due to the necessity of grant opportunity research a letter to the former owner had been prepared.

Old Business

Mayor Payne discussed the options for repairing the Town Hall roof. After discussion there was a consensus with the less costly Level 1 repairs as approved at the previous monthly meeting.

Attorney Sipe informed the council of his discussions with the current cemetery committee regarding bylaws and examination of deeds at the County Courthouse. He concluded that the project was doable pending his finalization of legal planning.

Mayor Payne informed the Council that the SVFD had purchased the equipment they had requested a donation for.

New Business

Mayor Payne noted the success of the Holiday festivities including the parade and the installation of lights to the lamp poles. He further noted his purchase of salt for the sidewalks.

William Mills House zoning was discussed by Attorney Sipe and the recommendation for rezoning from R to RC1 designation. He discussed his interaction with the Planning Commission and presented a Resolution. After discussion and minor amendments Kevin Kelley motioned to approve the Resolution which was seconded by Doris Swenson; Voting for the motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye and Matthew Kime- Aye; Motion passed.

Mayor Payne noted the Comprehensive Plan needed to be addressed in January.

Other Matters before Town Council

Doris Swenson noted her email change to dorisswenson44@gmail.com

SIDC/STAR Updates

None.

Updates from County Representatives

It was reported that there was to be a meeting to discuss adding property on Welch Run and review brewery/winery regulations as well as the Capital Improvement Plan. Mr. Frydl noted a rezoning request to Snead's Auto Repair. Additionally, he noted the water supply project groundbreaking ceremony was to take place. He also inquired about reevaluation of the Town Sign Ordinance, permitting fees, and refacing and use fees. After discussion the Council requested, he proceed with evaluation of the Town's Ordinance.

Mayor Payne noted the election of Mr. Catalano to the County Board of Supervisors.

Executive Closed Session

There was no need for one.

Approval of Non-budgeted Expenses

There were none.

Adjournment

Doris Swenson motioned to adjourn which was seconded by Kevin Kelley; voting for the Motion were Richard Early-Aye, Doris Swenson-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed.

Respectfully submitted

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Michael Wolkowicz, Clerk