Town of Stanardsville
P.O. Box 152, 19 Celt Road,
Stanardsville, VA 22973
(434) 990-6511

THE REGULAR MEETING OF THE COUNCIL FOR THE TOWN OF STANARDSVILLE, VA., WAS HELD ON MONDAY JULY 13th, 2026, AT 6:30 P.M. IN THE TOWN HALL.

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

Mayor Payne noted a Quorum and called the meeting to order.

Public Comments

The Council received comments and a written transcript was submitted.

Clerk's Report and Financial Report

Clerk Wolkowicz reported that he had been contacted by the accounting firm Robinson, Farmer, Cox Assoc. by email with an extensive questionnaire regarding the audit of the Town of Stanardsville. Clerk Wolkowicz had provided all the information requested and was awaiting further correspondence with the firm.

Clerk Wolkowicz next reported that he had contacted the State of Virginia, Dept. of Accounts, EDI Unit regarding previous submission of their documentation notifying them of the closure of the Town of Stanardville's old checking account (-8918) and the adoption of a new account (-3846). They required more formal information and this task was ongoing (see Resolution, below).

Mayor Payne asked if the Councilmembers had reviewed the minutes for the three June meetings which was answered in the affirmative. Suggestions were made. Councilman Kime motioned to accept the June 8th, 2026 minutes as amended which was seconded by Councilman Kelley; Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed. Councilman Kelley motioned to accept the June 23rd, 2026 minutes as amended which was seconded by Councilman Early; Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed. Councilman Kime motioned to accept the June 30th, 2026

minutes as amended which was seconded by Councilman Early; Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed.

Councilman Kime requested the financials be tabled until August to properly arrange the brokerage account in QuickBooks which was seconded by Councilman Kelley; Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed.

Old Business

SIDC/STAR/July 4th Updates:
Mayor Payne provided an explanation of the 4th of July events and the lightning storm by reading a formal statement regarding cancellation of some events and thanked all volunteers involved. SIDC representative Karin Woodson received a round of applause for her efforts and thanked the Town for its continued support. Mayor Payne also noted a reading of the Declaration of Independence by the American Legion.

Automated Payments Resolution:
Mayor Payne sought a motion to approve a Resolution to direct State of Virginia automated deposits to the operating account which was motioned by Councilman Kelley and seconded by Councilman Kime; Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed.

Non-Compliant Property:
Mayor Payne discussed a non-compliant property regarding trash and vegetation removal. A discussion ensued and an extension was requested. A 10-day extension was granted and it was agreed El Zol would be contacted if needed for removal. Mayor Payne would send a written communication to the homeowner.

New Business

New State of Virginia Laws:
Attorney Sipe discussed laws affecting the Council, namely: 1) Notices must be placed 3 days before any Council meeting; 2) The Public should have any material available to Council members; 3) Materials must be posted or made available at Town Hall. A new law limits Council to taking final actions only on items on the Agenda unless a matter is “time sensitive”.

Attorney Sipe next discussed Blight and Public Nuisances laws and procedures. These included State requirements for Ordinances addressing issues including Bad, Dilapidated or Derelict buildings as well as a new law allowing for creation of a Vacant Building Registration. Mr. Frydl provided County input and a discussion ensued. Attorney Sipe suggested the drafting of an Ordinance and that he would meet with a building code official to obtain input for the preparation of an Ordinance.

Other Matters before the Council

Mayor Payne noted the relocation of the hazardous Post Office sidewalk mailbox with the assistance of Senator Kaine.

Mayor Payne asked the Council for permission to contract El Zol to remove vegetation and provide maintenance to Main Street on a one-time basis. Councilman Kime motioned to grant permission which was seconded by Councilman Early; Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, Matthew Kime-Aye; Motion passed.

Updates from County Representatives

The Planning Commission will be meeting for planning sessions regarding the waste-water treatment plant and mobile food service vehicle locations. Mr Frydl discussed proposed regulation discussions regarding Mobile versus Stick housing. Attorney Sipe and Mr. Frydl agreed to meet to study the matter and its effect on zoning laws. Mr. Frydl provided a handout of the draft of the Comprehensive Plan which elicited a discussion of the proposed new Town boundaries which include the IGA and water tower on the West, Rte. 33 on the South, Ice House on the East, and South River on the North. Mayor Payne requested the Council read and markup the Comprehensive Plan draft in preparation for finalization.

Executive Closed Session

There was no need for one.

Approval of Non-budgeted Expenses

There were none.

Adjournment

Richard Early motioned to adjourn which was seconded by Kevin Kelley. Voting for the motion were Richard Early-Aye, Kevin Kelley-Aye, and Matthew Kime- Aye; Motion passed.

Respectfully submitted

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Michael Wolkowicz, Clerk

Town of Stanardsville
Balance Sheet
As of Jul 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
Certificates of Deposit (CDs)	813,508.23
July4th Checking #8784	77,377.66
July4th Escrow #3442	13,307.66
Savings OperatingAcct #3831	88,160.02
Stanville OpAcct #3846	105,809.30
Streetscaping Grants	25,260.77
United Bank- Checking #8918	26,642.43
United Brokerage	248,280.94
WilliamMillsHouse #4453	11,150.00
Total for Bank Accounts	**$1,409,497.01**
Accounts Receivable	
Accounts Receivable	$0.00
Total for Accounts Receivable	**$0.00**
Total for Current Assets	**$1,409,497.01**
Fixed Assets	
Buildings and Improvements	347,500.00
Town Hall	29,657.00
Total for Fixed Assets	**$377,157.00**
Total for Assets	**$1,786,654.01**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,582.03
Total for Accounts Payable	**$2,582.03**
Other Current Liabilities	
Line of Credit	$0.00
Total for Other Current Liabilities	**$0.00**
Total for Current Liabilities	**$2,582.03**
Total for Liabilities	**$2,582.03**
Equity	
Opening Balance Equity	1,027,097.65
Retained Earnings	778,059.21
Net Income	-21,084.88
Total for Equity	**$1,784,071.98**
Total for Liabilities and Equity	**$1,786,654.01**
Total for Liabilities and Equity	**$1,786,654.01**

Town of Stanardsville
Profit and Loss
July 2026

	Total
Income	
Communication Tax	192.88
Consumption Tax	80.30
Franchise	184.58
Miscellaneous Income	1,075.21
Miscellaneous Income 4thJuly	27,853.64
TOT/FB Tax	3,632.20
Total for Income	**$33,018.81**
Gross Profit	**$33,018.81**
Expenses	
Administrative Salaries	903.34
Advertising and Promotion	190.00
Banking Fees	72.00
Janitorial Expense	106.00
Legal Expense	1,249.15
Maintenance / Utilities	
Comcast	260.07
Maintenance	100.00
Rap.Elec.Coop.	68.35
Total for Maintenance / Utilities	**$428.42**
Membership	515.00
MiscExpns/Donations	28,000.00
MiscExpns/Donations 4thJuly	26,055.87
OpExpns/Office Supplies	81.08
Street Lights	631.83
Total for Expenses	**$58,232.69**
Net Operating Income	**-$25,213.88**
Other Income	
CD #4944	2,089.08
CD #5495	269.15
CD #6819	269.82
CD #9757	907.83
Interest Income	593.12
Total for Other Income	**$4,129.00**
Net Other Income	**$4,129.00**
Net Income	**-$21,084.88**
Net Income	**-$21,084.88**

FY 2025-26 Yearly Review

Town of Stanardsville, VA.

	FY 2025-2026 Budget	FY 2025-2026 Actual
REVENUES –		
Bank Stock Tax	80,626.00	75,985.00
Capital Improvement – WillMillHouse	250,000.00	11,000.00
Communications Tax	2,400.00	2,518.00
Consumption Tax (REC & Col.Gas)	1,200.00	1,523.00
Fire program	15,000.00	15,000.00
Franchise (REC)	2,200.00	2,400.00
Interest / Certificates (Savgs#3831,CDs,Brkr)	40,000.00	38,681.00
Sales Tax (County)	24,000.00	34,646.00
Sales Tax (Town F&B/TOT)	0	56,791.00
SIDC Donations	50,000.00	0
TOTAL (Estimated Revenues)	$ 465,426.00	238544.00
Funds from Reserve (Estimated)	$ 46,274.00	
TOTAL (Reserves and Revenue Draw)	**$ 511,700.00**	
EXPENDITURES –		
Administrative Salaries	$ 47,000.00	12,263.00
Advertising	1,000.00	190.00
Audit	15,000.00	0
Banner Program	20,000.00	0
Capital Improvements	20,000.00	0
Capital Improvement – WillMillHouse	250,000.00	39,110.00
Community Development	5,000.00	0
Consulting Fees	5,000.00	0
Discretionary	2,000.00	0
Education/Training	1,000.00	0
Fire Program	15,000.00	15,000.00
Insurance	4,000.00	4,596.00
Janitorial/Trash Removal	1,200.00	742.00
Legal Expenses	18,000.00	17,949.00
Maintenance	1,500.00	3,642.00
Membership	500.00	500.00
Misc./Donations	17,200.00	18,537.00
Operating Expenses/Supplies	3,500.00	1,442.00
Reserve Fund Contribution	11,000.00	0
SIDC	50,000.00	0
Streetlights	7,400.00	7,421.00
Town Grants/Special Projects	5,000.00	0
Utilities	6,000.00	11,399.00
Website	5,400.00	0
TOTAL (Estimated Expenditures)	**$ 511,700.00**	**132,791.00**
TOTAL ESTIMATED BUDGET	**$ 511,700.00**	
OTHER FUNDS –		
Town of Stanardsville (Old Checking #8918)	$ 82.00	25,446.00
Town of Stanardsville (Savings Cash #3831)	-	88,012.00
Town of Stanardsville (CDs)	$349,012.00	356,094.00
Town of Stanardsville (ARPA-CDs)	$436,311.00	455,832.00
Town of Stanardsville (Brokerage)	$230,598.00	246,722.00
Town of Stanardsville (4th July Escrow #3442)	$ 392.00	13,165.00
Town of Stanardsville (4th July Chkng #8784)	$ 77,140.00	70,075.00
Town of Stanardsville (Streetscape)	$ 24,552.00	25,218.00