

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, May 07, 2020
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor called the meeting to order and noted a quorum was present.

PRESENT

Mayor Jason Satterwhite
Vice-Mayor Mark Gaines
Council Member Valarie Coyle
Council Member Jean Davis
Council Member Tammie Gaines
Council Member Deborah Howard
Council Member Glenn McDearmon
Council Member Otis Wright

Motion made by Council Member McDearmon, Seconded by Council Member Coyle to approve telephonic participation in meeting.

Voting Yea: Vice-Mayor M. Gaines, Council Member Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member McDearmon, Council Member Wright

Motion passed.

PUBLIC COMMENTS:

There were no public comments.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were presented to Council:

Bowling Green Police Monthly Report to Council March/April 2020
Public Works and Utilities Monthly Report to Council March/April 2020
Events & Economic Dev. Coordinator Council Monthly Report March/April 2020
Town Clerk/Treasurer's Monthly Report to Council March/April 2020
Town Manager's Monthly Report to Council March/April 2020

Council Member McDearmon asked for an update on the Police Policy review. The Town Attorney stated that she would present it to Council at the June Meeting.

CONSENT AGENDA:

The following items were presented to Council:

March 2020 Bills (attached to these minutes)
April 2020 Bills (attached to these minutes)
Minutes – March 6, 2020 Town Council Meeting

Authorize Town Manager to sign Owner and Engineer Agreement for Water System Project

Motion made by Council Member T. Gaines, Seconded by Council Member Coyle to approve the Consent Agenda as presented.

Voting Yea: Vice-Mayor M. Gaines, Council Member Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member McDearmon, Council Member Wright.

Motion passed.

NEW BUSINESS:

134 Maury Ave - Request for reimbursement – This item was pulled from the agenda until staff could collect additional information.

Water Project Interim Lender RFP –

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Howard to accept the proposal for interim financing of the Water System Upgrade Project submitted by CoBank .

Voting Yea: Vice-Mayor M. Gaines, Council Member Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member McDearmon, Council Member Wright

Motion passed.

FY 2021 Proposed Budget, Tax Rates and Utility Rates - the Town Manager presented his proposed FY20-21 Budget and proposal for FY20-21 tax and utility rates to Council.

Motion made by Vice-Mayor Gaines, Seconded by Council Member Coyle to authorize the Town Manager to advertise for a Public Hearing on the proposed FY20-21 Budget to be held on June 4, 2020.

Voting Yea: Vice-Mayor Gaines, Council Member Coyle, Council Member Davis, Council Member Gaines, Council Member Howard, Council Member McDearmon, Council Member Wright

Motion passed.

Reschedule July 2 Council Meeting -

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to move the July 2nd Town Council meeting to June 25th.

Voting Yea: Vice-Mayor Gaines, Council Member Coyle, Council Member Davis, Council Member Gaines, Council Member Howard, Council Member McDearmon, Council Member Wright

Motion passed.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Council Member T. Gaines – stated that the Utilities, Streets, Sidewalks, and Facilities Committee had not met since last Council meeting.

Council Member Howard - stated that the Budget, Policy, Ordinance, and Personnel Committee met and discussed the proposed FY20-21 Budget

Council Member Davis – said she was sad to hear of the passing of EDA member Hardy Dunnington. She noted that she made a flower arrangement of behalf of the EDA which she brought to the funeral home. Ms. Davis stated that the EDA will be looking to fill the vacancy.

Vice-Mayor M. Gaines - stated that the Budget, Policy, Ordinance, and Personnel Committee met and discussed renewal of the Police Chief's contract. He also noted that Bowling Green VA Community Alliance had recently received its non-profit status through the IRS.

Council member Wright - had no comment.

Council Member McDearmon - stated that the EDA had been in contact with the Retail Merchants Association who will be helping with the marketing material for the Route 301 corridor.

Council Member Coyle – stated that the Planning Commission was waiting to to meet to dicuss the future use map.

Mayor Satterwhite - informed Council that VDOT will begin work on the sidewalks in the next several weeks. He noted that a contractor for Dominion Power was in town trimming trees away from the power lines. The Mayor expressed his sorrow for the passing of Hardy Dunnington; he stated that Hardy was dedicated to Bowling Green and would be hard to replace on the EDA.

ADJOURNMENT

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Howard to adjourn.

Voting Yea: Vice-Mayor M. Gaines, Council Member Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member McDearmon, Council Member Wright.

The meeting adjourned at 8:52 p.m.

API00B 4/13/2020 TOWN OF BOWLING GREEN
 TIME- 9:14:38

A/P CHECK REGISTER
 Check Date - 4/10/2010

ActPd - 2020/04

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25233	1063	ALACRITI PAYMENTS, LLC	000	4/10/2010	30.42	.00
25234	14	CINTAS OF RICHMOND	000	4/10/2010	135.90	.00
25235	1020	CONSOLIDATED PIPE & SUP	000	4/10/2010	306.00	.00
25236	10	DOMINION VIRGINIA POWER	000	4/10/2010	6,121.80	.00
25237	1021	MUNICIPAL CODE CORP	000	4/10/2010	2,020.00	.00
25238	659	SOSMETAL PRODUCTS INC	000	4/10/2010	128.01	.00
25239	918	STAPLES ADVANTAGE	000	4/10/2010	452.95	.00
25240	19	VERIZON	000	4/10/2010	220.99	.00
25241	256	VERIZON WIRELESS	000	4/10/2010	432.79	.00
25242	44	VIDS	000	4/10/2010	40.95	.00
25243	12	WASTE MANAGEMENT	000	4/10/2010	7,484.93	.00
25244	1049	WEX BANK	000	4/10/2010	1,905.95	.00
25245	451	XEROX CORPORATION	000	4/10/2010	297.14	.00
		CLASS TOTAL			19,577.83	.00

API100B 4/16/2020 TOWN OF BOWLING GREEN
 TIME-14:33:35

A/P CHECK REGISTER
 Check Date - 4/17/2020

ActPd - 2020/04

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
252447	944	ATLANTIC BROADBAND /	000	4/17/2020	194.40	.00
252448	1058	DIAMOND SPRINGS	000	4/17/2020	86.70	.00
252449	125	E M GRAY & SON	000	4/17/2020	754.53	.00
252500	1052	ENCO UTILITY SERVICES FLO	000	4/17/2020	7.00	.00
252501	55	GALLI'S LLC	000	4/17/2020	88.91	.00
252502	237	GRAINGER	000	4/17/2020	63.16	.00
252503	919	PRO SHRED SECURITY INC	000	4/17/2020	45.00	.00
252504	659	SOSMETAL PRODUCTS INC	000	4/17/2020	363.38	.00
		CLASS TOTAL			1,603.08	.00
		ACH TOTAL			.00	
		CHECK TOTAL			1,603.08	
		EPY TOTAL			.00	
		FINAL TOTAL			1,603.08	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 1,603.08- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25264	18	A & M HOME CENTER	000	4/30/2020	161.85	.00
25265	284	AMERICAN WATER WORKS	000	4/30/2020	350.00	.00
25266	14	CINTAS OF RICHMOND	000	4/30/2020	836.79	.00
25267	234	ENVIROCOMPLIANCE LAB INC	000	4/30/2020	1,290.00	.00
25268	234	ENVIROCOMPLIANCE LAB INC	000	4/30/2020	1,655.00	.00
25269	648	ERARD ANDREA G	000	4/30/2020	1,667.00	.00
25270	1076	EXPERT AUTO	000	4/30/2020	40.83	.00
25271	28	G & G MILFORD FARM SERV.	000	4/30/2020	363.34	.00
25272	546	JOHNSON'S EXTERMINATING	000	4/30/2020	914.00	.00
25273	48	MID-ATLANTIC LAB	000	4/30/2020	60.00	.00
25274	918	STAPLES ADVANTAGE	000	4/30/2020	237.62	.00
25275	291	USA BLUE BOOK	000	4/30/2020	614.34	.00
25276	19	VERIZON	000	4/30/2020	220.74	.00
25277	256	VERIZON WIRELESS	000	4/30/2020	438.57	.00
25278	878	WHITE OAK ELECTRIC	000	4/30/2020	17,482.80	.00
		CLASS TOTAL			25,332.88	.00
		ACH TOTAL			.00	
		CHECK TOTAL			25,332.88	
		EPY TOTAL			.00	
		FINAL TOTAL			25,332.88	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 25,332.88- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

API00B 4/21/2020 TOWN OF BOWLING GREEN
 TIME-16:22:57

A/P CHECK REGISTER
 Check Date - 4/24/2020

ActPd - 2020/04

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
252558	1063	ALAGRITTI PAYMENTS, LLC	000	4/24/2020	108.64	.00
252559	1040	KEYVIC CONSTRUCTION CO	000	4/24/2020	396.68	.00
25260	1	RAPPAHANNOCK ELEC COOP	000	4/24/2020	535.01	.00
25261	1002	VACORP	000	4/24/2020	167.10	.00
25262	999999	WHITTAKER CAITLYN	000	4/24/2020	50.00	.00
25263	999999	WRIGHT ANGELA	000	4/24/2020	150.00	.00
		CLASS TOTAL			187,427.43	.00
		ACH TOTAL			.00	
		CHECK TOTAL			187,427.43	
		EPY TOTAL			.00	
		FINAL TOTAL			187,427.43	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 187,427.43- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____

TOWN MANAGER _____