

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday November 07, 2019
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

PRESENT

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

PUBLIC HEARINGS:

O-2019-005 – Amendment to enhanced speeding fines - The Mayor opened the Public Hearing and read the ad run in the Free-Lance Star. He explained that purpose of the Public Hearing was to correct the wording in the previously adopted Ordinance O-2019-004 which established the enhanced speeding fine.

The Mayor called for public comments. He called a second and third time, hearing none he closed the Public Hearing.

Motion made by Vice-Mayor McDearmon, Seconded by Council Member Wright to adopt O-2019-005, an Ordinance to amend Sec. 4-470 - Enhanced Speeding penalty on certain residential streets: signs.

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

Voting Nay: Council Member M. Gaines

DELEGATIONS:

Andy Crocker - SERCAP, Inc. - Mr. Crocker discussed Small Water Systems and a training course that he offered to hold for Council on the financial and technical aspects of small water systems.

PUBLIC COMMENTS:

David Storke, 115 Maury Ave - Mr. Storke commended the Police Chief for the exemplary handling of a situation in Town.

Anne Marie Jiles, 260 Roper Dr. - Ms. Jiles expressed her concerns over the state of the sidewalks following the recent road resurfacing and residents not clearing the sidewalks in front of their homes.

Bonnie Cannon, 123 S. Main St. - Ms. Cannon ask for the Town's help in raking leaves from her yard.

Richard Orlett - Mr. Orlett expressed his concern over farmer's selling goods in Town without the proper business license.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were noted:

Bowling Green Police Department Town Council Report for October 2019
Public Works and Utilities Department Council Monthly Report for October 2019
Events Coordinator Council Monthly Report for October 2019
Town Clerk/Treasurer's Monthly Report to Council October 2019

CONSENT AGENDA:

The following Consent Agenda was presented:

October 2019 Bills (attached to these minutes)
Minutes - September 5, 2019 Town Council Meeting
Minutes - October 3, 2019 Town Council Meeting

The October 2019 Bills were pulled for further discussion

Motion made by Council Member T. Gaines, Seconded by Council Member Howard to approved the September 5, 2019 and October 3, 2019 minutes.

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

Motion made by Council Member Howard, Seconded by Council Member Gaines to approve the October 2019 bills.

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

NEW BUSINESS:

Request for Water Bill adjustment due to leak

Motion made by Vice-Mayor McDearmon, Seconded by Council Member Wright to approve the adjustment of \$663.07 to the water bill at 15370 Hilldale Ave.

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

Voting Nay: Council T. Member Gaines

Source Water Protection Plan

Motion made by Council Member Gaines, Seconded by Council Member Howard to adopt the Source Water Protection Plan as presented.

Voting Yea: Council Member Coyle, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines, Council Member Howard

Voting Nay: Vice-Mayor McDearmon, Council Member Wright

Text Amendment to R-1 Special Use – O-2019-2019-006 to allow mixed use development by special use in the R-1 zoning district.

Motion made by Council Member Gaines, Seconded by Council Member Howard to refer the proposed text amendment to the Planning Commission.

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

Voting Nay: Council Member Davis

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Council member T. Gaines – reporting for the Utilities, Streets Sidewalks, Building and Grounds Committee stated that the sewer project was nearly done and some sidewalks had been repaired on Maury Ave as part of the project.

Council member Howard – stated that it was her understanding that VDOT would not be repairing sidewalks in town. The Mayor stated that he was in talks with VDOT and expected that repairs would be made in the future.

Council member Davis – reported that the EDA had met.

Vice Mayor McDearmon - had no comments.

Council member M. Gaines - had no comments.

Council member Coyle – had no comments.

Council member Wright – had no comments.

Mayor Satterwhite - stated that Caroline County Public Schools was hosting "Bring your legislature to school" and that he, Ms. Davis, and Ms. Coyle planned to attend.

INFORMATIONAL ITEMS:

Veteran's Day Program Invitation

CLOSED SESSION:

Planning Commission Appointment and Town Manager's performance/contract

Motion made by Vice-Mayor McDearmon, Seconded by Council Member Wright to go into Closed Meeting in accordance with Section 2.2-3711(A)(1) of the Code of Virginia, to consider appointment of an applicant to the Planning Commission as well as to discuss the performance of the Town Manger and review the Town Manager's contract.

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

RECONVENE IN OPEN SESSION

Motion made by Council Member Gaines, Seconded by Vice-Mayor McDearmon to reconvene in Open Meeting.

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

CERTIFICATION:

Only public business matters lawfully exempted from open meeting requirements in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered.

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

Motion made by Council Member Howard, Seconded by Council Member Davis to appoint Lisa Gattie to the Planning Commission to a term beginning immediately and expiring on December 31, 2022.
Voting Yea: Vice-Mayor McDearmon, Council Member Coyle, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines, Council Member Howard, Council Member Wright

ADJOURNMENT

Motion made by Council Member Gaines, Seconded by Council Member Howard to adjourn
Voting Yea: Vice-Mayor McDearmon, Council Member Coyle, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines, Council Member Howard, Council Member Wright

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24769	1020	CONSOLIDATED PIPE & SUP	000	10/02/2019	186.80	.00
24770	546	JOHNSON'S EXTERMINATING	000	10/02/2019	1,259.00	.00
24771	9999999	LENTS MELLISSA	000	10/02/2019	116.00	.00
24772	9999999	LINDSEY SHIRLEY	000	10/02/2019	150.00	.00
24773	880	REID ENGINEERING CO INC	000	10/02/2019	10,147.98	.00
24774	918	STAPLES ADVANTAGE	000	10/02/2019	383.82	.00
24775	19	VERIZON	000	10/02/2019	174.22	.00
24776	256	VERIZON WIRELESS	000	10/02/2019	448.99	.00
24777	9999999	WHITTAKER DENNIS	000	10/02/2019	150.00	.00
		CLASS TOTAL			13,016.81	.00
		ACH TOTAL			.00	
		CHECK TOTAL			13,016.81	
		EPY TOTAL			.00	
		FINAL TOTAL			13,016.81	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 13,016.81- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24778	1040	KELVIC CONSTRUCTION CO	000	10/02/2019	467,849.72	.00
		CLASS TOTAL			467,849.72	.00
		ACH TOTAL			.00	
		CHECK TOTAL			467,849.72	
		EPY TOTAL			.00	
		FINAL TOTAL			467,849.72	.00

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 THE TOTAL 467,849.72- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24782	944	ATLANTIC BROADBAND /	000	10/11/2019	194.40	.00
24783	536	CAS SEVERN	000	10/11/2019	113.00	.00
24784	897	CINTAS CORPORATION	000	10/11/2019	84.23	.00
24785	10	DOMINION VIRGINIA POWER	000	10/11/2019	5,807.75	.00
24786	813	FOLEY HEATHER	000	10/11/2019	2,250.00	.00
24787	999999	GAINES TAMMIE	000	10/11/2019	279.74	.00
24788	947	HARDWOOD MULCH CORP	000	10/11/2019	1,608.00	.00
24789	881	SIGMA CONSULTING AND	000	10/11/2019	450.00	.00
24790	659	SOSMETAL PRODUCTS INC	000	10/11/2019	310.82	.00
24791	949	ULINE	000	10/11/2019	226.47	.00
24792	291	USA BLUE BOOK	000	10/11/2019	419.16	.00
24793	44	VUPS	000	10/11/2019	38.85	.00
24794	12	WASTE MANAGEMENT	000	10/11/2019	8,209.44	.00
24795	451	XEROX CORPORATION	000	10/11/2019	263.31	.00
		CLASS TOTAL			20,255.17	.00
		ACH TOTAL			.00	
		CHECK TOTAL			20,255.17	
		EPY TOTAL			.00	
		FINAL TOTAL			20,255.17	.00

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 THE TOTAL 20,255.17- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24796	477	BEAZLEY A W	000	10/17/2019	600.00	.00
24797	621	CAROLINE COUNTY	000	10/17/2019	600.00	.00
24798	1070	CAROLINE HIGH SCHOOL FFA	000	10/17/2019	500.00	.00
24799	865	CASH	000	10/17/2019	850.00	.00
24800	1072	CHAPMAN STEWART	000	10/17/2019	1,500.00	.00
24801	1035	CHENAULT FRANKIE	000	10/17/2019	600.00	.00
24802	550	COLEMAN WICK	000	10/17/2019	100.00	.00
24803	805	FRENCH BILL	000	10/17/2019	500.00	.00
24804	846	LAWHORNE RIK	000	10/17/2019	550.00	.00
24805	416	MAIN STAGE PRODUCTIONS	000	10/17/2019	2,400.00	.00
24806	515	MEMORABLE MOMENTS	000	10/17/2019	500.00	.00
24807	1069	MIGHTY MUSIC, LLC	000	10/17/2019	1,700.00	.00
24808	651	MVP AWARDS	000	10/17/2019	1,113.00	.00
24809	593	NEAL CHAD	000	10/17/2019	550.00	.00
24810	1038	VA EAGLE DISTRIBUTING	000	10/17/2019	2,047.39	.00
24811	1071	WOOD RICHARD A	000	10/17/2019	500.00	.00
		CLASS TOTAL			14,610.39	.00
		ACH TOTAL			.00	
		CHECK TOTAL			14,610.39	
		EPY TOTAL			.00	
		FINAL TOTAL			14,610.39	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 14,610.39- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____

TOWN MANAGER _____

API00B 10/18/2019 TOWN OF BOWLING GREEN
 TIME-15:09:26

A/P CHECK REGISTER
 Check Date - 10/18/2019

ActPd - 2019/10

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24812	297	HALEY SCOTT	000	10/18/2019	100.00	.00
24813	546	JOHNSON'S EXTERMINATING	000	10/18/2019	750.00	.00
24814	1049	WEX BANK	000	10/18/2019	1,153.50	.00
24815	451	XEROX CORPORATION	000	10/18/2019	16.00	.00
		CLASS TOTAL			2,019.50	.00
		ACH TOTAL			.00	
		CHECK TOTAL			2,019.50	
		EPY TOTAL			.00	
		FINAL TOTAL			2,019.50	.00

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 THE TOTAL 2,019.50- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

 DATE

 TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24816	257	ON SITE PC	000	10/21/2019	1,254.71	.00
					1,254.71	.00
					.00	
					1,254.71	
					.00	
					1,254.71	.00

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 THE TOTAL 1,254.71- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24819	47	CAROLINE GARAGE	000	10/25/2019	93.22	.00
24820	1020	CONSOLIDATED PIPE & SUP	000	10/25/2019	186.80	.00
24821	1058	DIAMOND SPRINGS	000	10/25/2019	58.15	.00
24822	341	DOMINION CHEMICAL CO	000	10/25/2019	384.75	.00
24823	1052	ENCO UTILILITY SERVICES FLO	000	10/25/2019	756.44	.00
24824	743	LOCAL SERVICES	000	10/25/2019	1,200.00	.00
24825	48	MTD-ATLANTIC LAB	000	10/25/2019	60.00	.00
24826	1042	OMNIGO SOFTWARE	000	10/25/2019	2,483.52	.00
24827	919	PRO SHRED SECURITY	000	10/25/2019	135.00	.00
24828	11	RAPPAHANNOCK ELEC COOP	000	10/25/2019	456.96	.00
24829	1030	RED WING SHOES	000	10/25/2019	707.98	.00
24830	861	THE UPS STORE #6358	000	10/25/2019	295.00	.00
		CLASS TOTAL			6,817.82	.00
		ACH TOTAL			.00	
		CHECK TOTAL			6,817.82	
		EPY TOTAL			.00	
		FINAL TOTAL			6,817.82	.00

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 THE TOTAL 6,817.82- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24831	18	A & M HOME CENTER	000	10/31/2019	112.47	.00
24832	600	BENNETT DEBORAH T	000	10/31/2019	175.00	.00
24833	897	CINTAS CORPORATION	000	10/31/2019	96.39	.00
24834	14	CINTAS OF RICHMOND	000	10/31/2019	853.10	.00
24835	1052	ENCO UTILILITY SERVICES FLO	000	10/31/2019	6.00	.00
24836	234	ENVIROCOMPLIANCE LAB INC	000	10/31/2019	1,290.00	.00
24837	234	ENVIROCOMPLIANCE LAB INC	000	10/31/2019	655.00	.00
24838	648	ERARD ANDREA G	000	10/31/2019	1,667.00	.00
24839	28	G & G MILFORD FARM SERV.	000	10/31/2019	405.18	.00
24840	55	GALL'S LLC	000	10/31/2019	425.93	.00
24841	9999999	GRESHAM PIERRE	000	10/31/2019	175.00	.00
24842	898	JAMES MARY	000	10/31/2019	140.00	.00
24843	546	JOHNSON'S EXTERMINATING	000	10/31/2019	904.00	.00
24844	986	LAWRENCE MANDY	000	10/31/2019	200.00	.00
24845	725	MCGINLEY MICHELLE B	000	10/31/2019	35.00	.00
24846	9999999	MT SALEM BAPTIST CHURCH	000	10/31/2019	150.00	.00
24847	722	PACHELLO KRISTIN M	000	10/31/2019	175.00	.00
24848	1073	RIVER CITY GOLF CARTS	000	10/31/2019	200.00	.00
24849	918	STAPLES ADVANTAGE	000	10/31/2019	171.84	.00
24850	1002	VACORP	000	10/31/2019	136.87	.00
24851	19	VERIZON	000	10/31/2019	250.12	.00
24852	228	VIRGINIA DEPARTMENT OF	000	10/31/2019	100.00	.00
24853	930	WEBB EMILY	000	10/31/2019	210.00	.00
		CLASS TOTAL			8,533.90	.00
		ACH TOTAL			.00	
		CHECK TOTAL			8,533.90	
		EPY TOTAL			.00	
		FINAL TOTAL			8,533.90	.00

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