



**TOWN OF BOWLING GREEN
TOWN COUNCIL ORGANIZATIONAL MEETING**

MINUTES

**Thursday, January 03, 2019
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

PRESENT

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

The Mayor noted all members were present and a quorum was established. He welcomed new Council Members Ms. Howard and Ms. Gaines.

The Pledge of Allegiance was given.

TOWN COUNCIL 2019 ORGANIZATIONAL MATTERS:

Election of Vice Mayor – The Mayor opened nominations. Council Member Davis nominated Council Member McDearmon. Council Member T. Gaines nominated Council Member M. Gaines. The Mayor Closed nominations.

The Mayor called for a vote to elect Council Member McDearmon as Vice-Mayor.

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle,
Council Member Howard, Council Member Davis

Voting Nay: Council Member M. Gaines, Council Member T. Gaines

The Mayor called for a vote to elect Council Member M. Gaines as Vice-Mayor.

Voting Yea: Council Member M. Gaines, Council Member T. Gaines

Voting Nay: Council Member McDearmon, Council Member Wright, Council Member Coyle,
Council Member Howard, Council Member Davis

Council Member McDearmon was elected Vice Mayor.

Appointment of Council's EDA Members - The Mayor stated that there were two vacancies on the Economic Development Authority (EDA) that could be filled by Town Council. He recommended re-appointing Vice Mayor McDearmon to the term that expires November 3, 2022 and appointing Council Member Davis to the term to expire December 31, 2020.

Council Member M. Gaines stated that he would like to know the qualifications of the recommended candidates.

Motion made by Council Member McDearmon, seconded by Council Member Wright to appoint Council Members McDearmon and Davis to the EDA.

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle, Council Member Howard, Council Member Davis

Voting Nay: Council Member M. Gaines, Council Member T. Gaines

Council Member Davis was appointed to the EDA with his term expiring December 31, 2020.

Council Member McDearmon was appointed to the EDA with his term expiring November 3, 2022.

Committee Appointments – The Mayor appointed Council Members Committees as follows:

Budget, Policy, Personnel and Ordinances – Council Member M. Gaines (chairperson) and Council Member Howard.

Utilities, Streets, Sidewalks, Building and Grounds – Council Member Wight (chairperson) and Council Member T. Gaines.

Adoption of Council and Committee 2019 Meeting Schedule – Upon review of the proposed schedule, it was decided that the January budget Committee meeting would be held at 6:00 PM on January 15, 2019 and the February meeting would be held on February 19th at 6:00 PM.

Motion made by Council Member McDearmon, seconded by Council Member T. Gaines to adopt the budget and committee schedules as presented.

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

Voting Nay: None.

PUBLIC COMMENTS:

Kathy Self, 243 Meadow Lane – Ms. Self expressed her concerns about parking on Milford Street in front of the Post Office.

The Mayor stated he would have the Police Chief look into the matter.

Barbara Allen, 201 Travis Street - Ms. Allen asked for the December 6, 2018 minutes that appeared on the Consent Agenda for Council's action be revised to reflect her correct address of 201 Travis Street. She also noted that the current wording of her statement in the December 6, 2018 minutes was not accurate.

The Mayor agreed that Ms. Allen's statement at the December meeting was not accurately recorded in the minutes.

The Clerk stated that she would revise the minutes to accurately reflect Ms. Allen's Statement.

FOIA/Conflict of Interest Orientation - The Town Attorney conducted a brief training/overview of the Freedom of Information Act. She stated she would cover Conflict of Interest at the February meeting.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were noted:

Police Department Council Monthly Report for December 2018

Public Works Director Council Monthly Report for December 2018

Events Coordinator Council Monthly Report for December 2018

Town Clerk/Treasurer's Monthly Report to Council December 2018

Town Manager Council Monthly Report for December 2018

CONSENT AGENDA:

Bills - December 2018 – attached to these minutes.

Town Council Meeting Minutes December 6, 2018

Special Called Town Council Meeting Minutes December 17, 2018

EDA Appointment - RE-appointment of T. Hardy Dunnington

Motion made by Council Member Gaines, Seconded by Council Member Wright to approve the Consent Agenda with amendments to the December 6, 2018 minutes reflecting a correct statement by Ms. Allen and to the December 17, 2018 Special Meeting Minutes to reflect a Public Comment made by David Storke.

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle, Council Member Howard, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines
Voting Nay: None.

UNFINISHED BUSINESS:

Caroline County Health Insurance MOU -

Motion made by Council Member M. Gaines, seconded by Council Member Wright to approve the Caroline County Health Insurance MOU as presented.

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle, Council Member Howard, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines
Voting Nay: None.

INFORMATIONAL ITEMS:

The Sewer Line Replacement Project Update Info Meeting and Calendar Year 2019 Holiday Schedule were noted.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Glenn McDearmon - stated that the EDA met and is still moving forward on development of then Rt. 301 property.

Otis Wright – had no comments.

Mark Gaines – had no comments.

Valarie Coyle – had no comments.

Jean Davis – reminded Council of the event at A.P. Hill on January 25th .

Tammy Gaines – had no comments.

Deborah Howard – noted she had been having trouble with her email.

Jason Satterwhite, Mayor – stated he would be unable to attend the February Council meeting.

CLOSED SESSION:

At 8:15 P.M. on motion by Mr. McDearmon, seconded by Mr. Gaines, Council voted to go into Closed Session in accordance with Section 2.2-3711 A1 of the Code of Virginia for the purpose of discussion and consideration of the performance and contract of the Town Manager.

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle, Council Member Howard, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines
Voting Nay: None.

RECONVENE IN OPEN SESSION:

At 8:45 P.M. on motion by Mr. McDearmon, seconded by Mr. Gaines, Council voted to reconvene in Open Session.

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle, Council Member Howard, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines
Voting Nay: None.

CERTIFICATION:

Council certified that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, as stated above, and only such public business matters as were identified in the motion by which the closed meeting was convened were discussed or considered in the meeting by the Council:

Voting Yea: Council Member McDearmon, Council Member Wright, Council Member Coyle, Council Member Howard, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines
Voting Nay: None.

ADJOURNMENT

On motion made by Council Member McDearmon, Seconded by Council Member Gaines Council voted unanimously to adjourn the meeting at 8:45 P.M.