

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday September 05, 2019
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 Glenn McDearmon
Council Member Valarie Coyle
Council Member Jean Davis
Council Member Mark Gaines
Council Member Tammie Gaines
Council Member Deborah Howard

ABSENT

Council Member Otis Wright

PUBLIC HEARINGS:

Notice of Application to USDA for Loan/Grant Funds - The Mayor stated that the town had applied for a combination loan/grant package through the USDA to fund water system improvements. Notice of application was published in the Free-Lance Star on August 20, 2019. The Mayor called for public comments on the matter. Hearing none he closed the Public Hearing.

PUBLIC COMMENTS:

Patricia Ernest, 218 Maury Ave. - Ms. Ernest expressed her concern about standing water in front of her house caused by recent utility repairs. She felt that the VDOT contractor did a poor resurfacing job on Maury Ave. near her house.

Bonnie Cannon, 123 S. Main St. - Ms. Cannon asked that VDOT install a storm water drain in front of her house to address standing water. She stated she was unhappy with the crown of the road on S. Main St. and the drivers in the work zone at the intersection of Milford and Main Streets.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were noted:

Bowling Green Police Department Town Council Report August 2019 -

The Police Chief recognized TAC/301 Airsoft Group for its generous donation to the Police Department.

Sgt. Cecil was commended for his efforts in assisting in the search for a detainee that escaped from the local detention center.

Public Works and Utilities Department Council Monthly Report for August 2019

Events Coordinator Council Monthly Report for August 2019
Town Clerk/Treasurer's Monthly Report to Council August 2019
Town Manager's Monthly Report for August 2019

CONSENT AGENDA:

The following Consent Agenda was presented:

August 2019 Bills (attached to these minutes)

August 1, 2019 Town Council Meeting Minutes

Traffic Calming Program Guide

Recommendation of Donation to CCPS Education Foundation

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

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

Motion passed.

NEW BUSINESS:

Invocation Parameters - The Town attorney presented Council with a draft policy regarding invocation at Town Council Meetings. The Mayor directed staff to add the policy to October's agenda to give Council time to read and consider the proposed policy for adoption.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Council member T. Gaines – stated that the Utilities, Streets Sidewalks, Building and Grounds Committee had met and discussed the Davis Ct. sewer line replacement project, marking of lines at Main St. and Broaddus Ave., and repair if Maury Ave. resurfacing.

Council member Howard – stated that the Budget, Policy, Personnel, and Ordinances Committee had met and discussed the future of the Town's water system.

Council member Davis – had no comments.

Vice Mayor McDearmon - stated that the EDA has received interest in a project on the Route 301 corridor.

Council member M. Gaines - stated that the Budget, Policy, Personnel, and Ordinances Committee had met and discussed a plan to fund repayment of a loan for water system improvements.

Council member Coyle – stated that the Planning Commission had not in September, its next meeting is scheduled for October.

Mayor Satterwhite - stated that he'd like to display a LOVE sign in Town and asked that staff contact the Virginia Tourism Corporation.

CLOSED SESSION:

Amendment to Town Manager's Contract - In accordance with Section 2.2-3711(A)(1) of the Code of Virginia, motion was made to convene in closed Meeting to consider a personnel matter involving the Town Manager's employment contract.

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

Motion passed.

RECONVENE IN OPEN SESSION

Motion made by Council Member M. Gaines, Seconded by Council Member T. Gaines to reconvene in Open Meeting.

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

Motion passed.

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 Coyle, Council Member Davis, Council Member M. Gaines, Council Member T. Gaines, Council Member Howard.

Motion made by Council Member M. Gaines, Seconded by Council Member Howard to approve the extension of the Town Manager's employment contract.

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

Motion passed.

ADJOURNMENT

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

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

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24608	11	RAPPAHANNOCK ELEC COOP	000	8/07/2019	578.83	.00
24609	75	SYDNOR HYDRO INC	000	8/07/2019	8,950.00	.00
24610	863	WILLIAMS MULLEN	000	8/07/2019	660.00	.00
		CLASS TOTAL			10,188.83	.00
		ACH TOTAL			.00	
		CHECK TOTAL			10,188.83	
		EPY TOTAL			.00	
		FINAL TOTAL			10,188.83	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 10,188.83- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
	-.....		----	---		
24611	600	BENNETT DEBORAH T	000	8/09/2019	70.00	.00
24612	1039	BIG DOG AUTOMOTIVE, LLC	000	8/09/2019	20.00	.00
24613	47	CAROLINE GARAGE	000	8/09/2019	605.00	.00
24614	898	JAMES MARY	000	8/09/2019	175.00	.00
24615	836	JOHN ALLISON	000	8/09/2019	105.00	.00
24616	1026	MIKE LUCCI BAND	000	8/09/2019	400.00	.00
24617	918	STAPLES ADVANTAGE	000	8/09/2019	608.62	.00
24618	228	VIRGINIA DEPARTMENT OF	000	8/09/2019	100.00	.00
24619	930	WEBB EMILY	000	8/09/2019	280.00	.00
		CLASS TOTAL			2,363.62	.00
		ACH TOTAL			.00	
		CHECK TOTAL			2,363.62	
		EPY TOTAL			.00	
		FINAL TOTAL			2,363.62	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 2,363.62- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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 TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24622	944	ATLANTIC BROADBAND/	000	8/16/2019	194.65	.00
24623	47	CAROLINE GARAGE	000	8/16/2019	452.34	.00
24624	950	CAROLINE HEATING & AIR	000	8/16/2019	250.00	.00
24625	536	CAS SEVERN	000	8/16/2019	105.00	.00
24626	897	CINTAS CORPORATION	000	8/16/2019	13.07	.00
24627	1020	CONSOLIDATED PIPE & SUP	000	8/16/2019	85.25	.00
24628	1062	CROSON BARBARA	000	8/16/2019	502.64	.00
24629	679	DAVID L BROOKS HAULING &	000	8/16/2019	822.92	.00
24630	1058	DIAMOND SPRINGS	000	8/16/2019	154.05	.00
24631	10	DOMINION VIRGINIA POWER	000	8/16/2019	5,837.81	.00
24632	1052	ENCO UTILITY SERVICES FLO	000	8/16/2019	538.54	.00
24633	55	GALL'S LLC	000	8/16/2019	207.74	.00
24634	958	HOCKADAY PATRICIA	000	8/16/2019	600.00	.00
24635	546	JOHNSON'S EXTERMINATING	000	8/16/2019	350.00	.00
24636	519	MILFORD STATION	000	8/16/2019	600.00	.00
24637	1021	MUNICIPAL CODE CORP	000	8/16/2019	2,200.00	.00
24638	257	ON SITE PC	000	8/16/2019	345.00	.00
24639	421	SILVER WINGS BAND	000	8/16/2019	600.00	.00
24640	659	SOSMETAL PRODUCTS INC	000	8/16/2019	500.85	.00
24641	1043	STATE OF ESCAPE, LLC	000	8/16/2019	955.00	.00
24642	75	SYDNOR HYDRO INC	000	8/16/2019	16,149.63	.00
24643	148	THE FREE LANCE STAR	000	8/16/2019	395.20	.00
24644	291	USA BLUE BOOK	000	8/16/2019	313.95	.00
24645	44	VUPS	000	8/16/2019	55.65	.00
24646	12	WASTE MANAGEMENT	000	8/16/2019	8,428.05	.00
24647	451	XEROX CORPORATION	000	8/16/2019	363.86	.00
		CLASS TOTAL			41,021.20	.00
		ACH TOTAL			.00	
		CHECK TOTAL			41,021.20	
		EPY TOTAL			.00	
		FINAL TOTAL			41,021.20	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 41,021.20- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24648	228	VIRGINIA DEPARTMENT OF	000	8/16/2019	100.00	.00
		CLASS TOTAL			100.00	.00
		ACH TOTAL			.00	
		CHECK TOTAL			100.00	
		EPY TOTAL			.00	
		FINAL TOTAL			100.00	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED .
THE TOTAL 100.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
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24649	18	A & M HOME CENTER	000	8/28/2019	77.93	.00
24650	1063	ALACRITI PAYMENTS, LLC	000	8/28/2019	105.82	.00
24651	1064	BADIA MARIALUZ MORENO	000	8/28/2019	1,820.00	.00
24652	600	BENNETT DEBORAH T	000	8/28/2019	105.00	.00
24653	318	BUD'S AUTOMOTIVE	000	8/28/2019	95.00	.00
24654	500	CARTER MACHINERY CO INC	000	8/28/2019	368.93	.00
24655	897	CINTAS CORPORATION	000	8/28/2019	91.12	.00
24656	14	CINTAS OF RICHMOND	000	8/28/2019	640.52	.00
24657	999999	CRISMOND JIMMY	000	8/28/2019	150.00	.00
24658	679	DAVID L BROOKS HAULING &	000	8/28/2019	1,170.00	.00
24659	234	ENVIROCOMPLIANCE LAB INC	000	8/28/2019	1,185.00	.00
24660	234	ENVIROCOMPLIANCE LAB INC	000	8/28/2019	385.00	.00
24661	648	ERARD ANDREA G	000	8/28/2019	1,667.00	.00
24662	813	FOLEY HEATHER	000	8/28/2019	1,625.00	.00
24663	28	G & G MILFORD FARM SERV.	000	8/28/2019	325.13	.00
24664	924	GODLEY CALLIS	000	8/28/2019	600.00	.00
24665	850	HAUN DAWN	000	8/28/2019	85.00	.00
24666	898	JAMES MARY	000	8/28/2019	105.00	.00
24667	836	JOHN ALLISON	000	8/28/2019	35.00	.00
24668	546	JOHNSON'S EXTERMINATING	000	8/28/2019	904.00	.00
24669	48	MID-ATLANTIC LAB	000	8/28/2019	60.00	.00
24670	1021	MUNICIPAL CODE CORP	000	8/28/2019	894.02	.00
24671	919	PRO SHRED SECURITY	000	8/28/2019	45.00	.00
24672	11	RAPPAHANNOCK ELEC COOP	000	8/28/2019	600.80	.00
24673	918	STAPLES ADVANTAGE	000	8/28/2019	435.31	.00
24674	148	THE FREE LANCE STAR	000	8/28/2019	34.00	.00
24675	647	TREASURER OF VIRGINIA	000	8/28/2019	2,825.00	.00
24676	291	USA BLUE BOOK	000	8/28/2019	120.85	.00
24677	19	VERIZON	000	8/28/2019	174.22	.00
24678	256	VERIZON WIRELESS	000	8/28/2019	40.01	.00
24679	930	WEBB EMILY	000	8/28/2019	175.00	.00
		CLASS TOTAL			16,944.66	.00
		ACH TOTAL			.00	
		CHECK TOTAL			16,944.66	
		EPY TOTAL			.00	
		FINAL TOTAL			16,944.66	.00

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