

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, July 11, 2019
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor opened the meeting and noted a quorum was present.

PRESENT

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

DELEGATIONS:

Ann Glave, Executive Director of Virginia Main Street Initiative, Fredericksburg - Community Heart and Soul Project - Ms. Glave gave a brief presentation on the Community Heart and Soul Project. The Mayor noted that members of the audience were in attendance to support the Town's participation in the Project.

Motion made by Council Member M. Gaines, Seconded by Council Member Howard to adopt R-2019-008 - A resolution in support on the Town's participation on the Community Heart and Soul Project..

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

Voting Nay: Council Member Wright.

Motion passed.

PUBLIC COMMENTS:

There were no comments from the public.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were noted:

Bowling Green Police Department Town Council Report June 2019

Council Monthly Report for June 2019

Events Coordinator Council Monthly Report for June 2019 – following Ms. Jordan's report, Ms. Marialuz Badia, owner of the Old Mansion, spoke about the success of the Wine Festival. She expressed her desire to double ticket sales to next year's Wine Festival and said it would take the effort of Council to achieve this goal.

Town Clerk/Treasurer's Monthly Report to Council June 2019

Town Manager's Monthly Report for June 2019

The Mayor congratulated Ms. Jordan on her transition from contractor to full-time employee.

CONSENT AGENDA:

The following Consent Agenda was presented:

June 2019 Bills

Town Council Meeting Minutes May 2, 2019

Town Council Meeting Minutes June 7, 2019

Approval of running ad and scheduling Public Hearing for Ordinance on enhanced speeding fines.

Motion made by Vice-Mayor McDearmon, Seconded by Council Member T. Gaines 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, Council Member Wright.

Motion passed.

UNFINISHED BUSINESS:

Maury Ave Update - The Mayor stated that he spoke with VDOT about scheduling the speed study on Maury Avenue and that it was decided that the study should be held off until after the sewer project and road resurfacing was complete to get more accurate results.

NEW BUSINESS:

Request for Appropriation of Sewer System Fund Balance - The need for additional appropriation was due to an emergency repair on a collapsed sewer main at Courthouse Rd. and Ennis St. that occurred at the end of June.

Motion made by Council Member Howard, Seconded by Council Member Coyle to appropriate \$9776.00 of unassigned sewer funds to the FY19 sewer budget.

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 passed.

USDA Water System Loan/Grant Application - Mr. Daniel Webb of Webb Engineering spoke on a Preliminary Engineering Report his firm recently completed detailing the need for improvements to the Town's Water Distribution System. The Town Manager stated that the U. S. Department of Agriculture currently has loan and grant funds available for which the Town qualifies. He asked that Council consider R-2019-007 - A resolution authorizing the Mayor or Town Manager to sign all necessary paperwork to apply for a loan and grant to fund water system improvements.

Motion made by Vice-Mayor McDearmon, Seconded by Council Member Gaines to approve R-2019-007 - A resolution of the governing body authorizing the Mayor or Town Manager to sign all necessary paperwork to apply for a USDA loan and grant to fund water system improvements.

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 passed.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Council member T. Gaines – Stated she had walked Maury Ave and taken pictures of the broken and missing sections of sidewalk and sent the pictures to VDOT asking them to address the issue.

Council member Howard – Had no comments

Council member Davis – Had no comments

Vice mayor McDearmon - Had no comments

Council member Wright – Had no comments

Council member M. Gaines - Stated that the Budget and Personnel Committee had met to discuss extending the Town Manager's contract for an additional year. The Mayor advised that a Closed Session would be added to the August agenda for Council to discuss the details.

Council member Coyle – stated that the Planning Commission is moving forward with review of the Comprehensive Plan.

Mayor Satterwhite - Had no comments.

INFORMATIONAL ITEMS:

Proposed Zoning Ordinance updates - The Town Attorney stated that she was seeking comments from Council on the proposed Zoning Ordinance changes she had presented.

CLOSED SESSION:

Motion made by Vice-Mayor McDearmon, Seconded by Council member Wright to convene in closed session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to consider a personnel matter involving the appointment of an individual to the Economic Development Authority.

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 Davis, Seconded by Council Member Howard to reconvene in open session.

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 passed.

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:

Wright.....Aye	M. Gaines Aye
T. Gaines.....Aye	McDearmon Aye
DavisAye	Howard..... Aye
Coyle Aye	

Motion made by Council Member M. Gaines, seconded by Council Member T. Gaines to appoint Donald Cutlip to the EDA for a term beginning immediately and ending on December 31, 2021.

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 passed.

ADJOURNMENT

Motion made by Council Member M. Gaines, Seconded by Council Member Howard to adjourn the 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

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24460	1040	KELVIC CONSTRUCTION CO	000	6/05/2019	388,249.72	.00
		CLASS TOTAL			388,249.72	.00
		ACH TOTAL			.00	
		CHECK TOTAL			388,249.72	
		EPY TOTAL			.00	
		FINAL TOTAL			388,249.72	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 388,249.72- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24467	944	ATLANTIC BROADBAND/	000	6/14/2019	189.40	.00
24468	32	BOWLING GREEN AUTO PARTS	000	6/14/2019	3.99	.00
24469	865	CASH	000	6/14/2019	94.23	.00
24470	341	DOMINION CHEMICAL CO	000	6/14/2019	427.75	.00
24471	10	DOMINION VIRGINIA POWER	000	6/14/2019	5,589.45	.00
24472	932	IBM CORPORATION	000	6/14/2019	854.59	.00
24473	514	KL LANGFORD EXCAVATING	000	6/14/2019	625.00	.00
24474	743	LOCAL SERVICES	000	6/14/2019	1,250.00	.00
24475	1015	RED BUD SUPPLY INC	000	6/14/2019	198.52	.00
24476	1030	RED WING SHOES	000	6/14/2019	150.00	.00
24477	544	SAFETY SERVICES COMPANY	000	6/14/2019	674.99	.00
24478	360	SYMBOLARTS, LLC	000	6/14/2019	587.00	.00
24479	148	THE FREE LANCE STAR	000	6/14/2019	724.00	.00
24480	77	VAMWA	000	6/14/2019	761.00	.00
24481	44	VUPS	000	6/14/2019	54.60	.00
24482	12	WASTE MANAGEMENT	000	6/14/2019	2,269.75	.00
24483	451	XEROX CORPORATION	000	6/14/2019	222.48	.00
		CLASS TOTAL			14,676.75	.00
		ACH TOTAL			.00	
		CHECK TOTAL			14,676.75	
		EPY TOTAL			.00	
		FINAL TOTAL			14,676.75	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 14,676.75- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24484	148	THE FREE LANCE STAR	000	6/14/2019	587.00	.00
			CLASS TOTAL		587.00	.00
			ACH TOTAL		.00	
			CHECK TOTAL		587.00	
			EPY TOTAL		.00	
			FINAL TOTAL		587.00	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 587.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

m:TE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24487	1009	CAROLINE COUNTY HIGH	000	6/24/2019	750.00	.00
24488	1020	CONSOLIDATED PIPE & SUP	000	6/24/2019	213.00	.00
24489	1052	ENCO UTILITY SERVICES FLO	000	6/24/2019	784.07	.00
24490	813	FOLEY HEATHER, CPA	000	6/24/2019	1,562.50	.00
24491	546	JOHNSON'S EXTERMINATING	000	6/24/2019	550.00	.00
24492	48	MID-ATLANTIC LAB	000	6/24/2019	60.00	.00
24493	1021	MUNICIPAL CODE CORP	000	6/24/2019	319.93	.00
24494	11	RAPPAHANNOCK ELEC COOP	000	6/24/2019	606.39	.00
24495	1015	RED BUD SUPPLY INC	000	6/24/2019	725.34	.00
24496	859	SUNBELT RENTALS INC	000	6/24/2019	366.68	.00
24497	1053	TACS	000	6/24/2019	281.20	.00
24498	256	VERIZON WIRELESS	000	6/24/2019	40.01	.00
24499	12	WASTE MANAGEMENT	000	6/24/2019	738.00	.00
24500	1049	WEX BANK	000	6/24/2019	1,395.48	.00
		CLASS TOTAL			8,392.60	.00
		ACH TOTAL			.00	
		CHECK TOTAL			8,392.60	
		EPY TOTAL			.00	
		FINAL TOTAL			8,392.60	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 8,392.60- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

 IDCTE

 TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24529	12	WASTE MANAGEMENT	000	6/14/2019	5,750.34	.00
			CLASS TOTAL		5,750.34	.00
			ACH TOTAL		.00	
			CHECK TOTAL		5,750.34	
			EPY TOTAL		.00	
			FINAL TOTAL		5,750.34	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 5,750.34- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

mCTE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24501	514 KL	LANGFORD EXCAVATING	000	6/27/2019	2,150.00	.00
		CLASS TOTAL			2,150.00	.00
		ACH TOTAL			.00	
		CHECK TOTAL			2,150.00	
		EPY TOTAL			.00	
		FINAL TOTAL			2,150.00	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 2,150.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

mITE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24502	18	A & MHOME CENTER	000	6/28/2019	95.92	.00
24503	32	BOWLING GREEN AUTO PARTS	000	6/28/2019	291.97	.00
24504	999999	BRIGGS STEVEN	000	6/28/2019	282.55	.00
24505	999999	CAMP KENNETH	000	6/28/2019	150.00	.00
24506	47	CAROLINE GARAGE	000	6/28/2019	155.00	.00
24507	1010	CENTRAL VIRGINIA	000	6/28/2019	204.00	.00
24508	897	CINTAS CORPORATION	000	6/28/2019	53.04	.00
24509	14	CINTAS OF RICHMOND	000	6/28/2019	480.39	.00
24510	1054	ELAVON	000	6/28/2019	133.23	.00
24511	234	ENVIROCOMPLIANCE LAB INC	000	6/28/2019	1,290.00	.00
24512	234	ENVIROCOMPLIANCE LAB INC	000	6/28/2019	440.00	.00
24513	28	G & G MILFORD FARM SERV.	000	6/28/2019	430.44	.00
24514	515	MEMORABLE MOMENTS	000	6/28/2019	246.65	.00
24515	919	PRO SHRED SECURITY	000	6/28/2019	45.00	.00
24516	999999	ROUNDY RACHAEL	000	6/28/2019	150.00	.00
24517	918	STAPLES ADVANTAGE	000	6/28/2019	88.76	.00
24518	653	STEMMLE PLUMBING REPAIR	000	6/28/2019	3,500.00	.00
24519	1055	TEMPUS NOVA, LLC	000	6/28/2019	1,766.00	.00
24520	861	THE UPS STORE #6358	000	6/28/2019	9.00	.00
24521	999999	TOTTEN JAMIE	000	6/28/2019	125.00	.00
24522	949	ULINE	000	6/28/2019	150.89	.00
24523	1002	VACORP	000	6/28/2019	121.76	.00
24524	893	WW WEBB & ASSOC PLLC	000	6/28/2019	15,000.00	.00
24525	406	WINDING BROOK AUTO	000	6/28/2019	544.24	.00
		CLASS TOTAL			25,753.84	.00
		ACH TOTAL			.00	
		CHECK TOTAL			25,753.84	
		EPY TOTAL			.00	
		FINAL TOTAL			25,753.84	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 25,753.84- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24531	1040	KELVIC CONSTRUCTION CO	000	7/02/2019	263,886.74	.00
		CLASS TOTAL			263,886.74	.00
		ACH TOTAL			.00	
		CHECK TOTAL			263,886.74	
		EPY TOTAL			.00	
		FINAL TOTAL			263,886.74	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 263,886.74- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

U7TE

TOWN MANAGER