

**OWN OF BOWLING GREEN  
TOWN COUNCIL MEETING**

**M I N U T E S**

**Thursday, December 05, 2019  
7:00 PM**

**CALL TO ORDER AND QUORUM ESTABLISHED:**

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

**PRESENT:**

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

**ABSENT:**

Mayor Jason Satterwhite

**PUBLIC COMMENTS:**

Tammie Gaines, 115 E. Broaddus Ave - Ms. Gaines voiced her concerns about the traffic on N. Main Street during the evening hours and pedestrian traffic.

George Parker, 205 Roper Dr. - Mr. Parker introduced himself as president of the Bowling Green Meadows HOA and explained the need for street lights in the neighborhood. He asked for Council's assistance in funding the installation of lights.

**STAFF REPORTS & PRESENTATIONS:**

The following staff reports were noted:

**Bowling Green Police Department Monthly Report to Council November 2019**

Sheriff Lippa, CCSO, asked Council to consider restricting parking on Ennis St. He stated that the road was too narrow and that on court days when cars are parked on both sides of the street, the road is impassible.

The Police Chief responded to a question from Council about parking on Maury Ave.

The Town Attorney stated that Town Code does not currently address the authority to make changes to parking but that she would draft an ordinance for Council to consider giving the Town Manager authority to make changes to parking administratively.

**Public Works and Utilities Monthly Report to Council November 2019**

**Events Coordinator Monthly Report to Council November 2019**

**Town Clerk/Treasurer's Monthly Report to Council November 2019**

### **UNFINISHED BUSINESS:**

Council chose to move the discussion of this item to the January meeting.

### **CONSENT AGENDA:**

The following Consent Agenda was presented:

**November 2019 Bills (*attached to these minutes*)**

**Minutes – November 7, 2019 Town Council Meeting**

**Text Amendment to R-1 Special Use – schedule Public Hearing for January 2, 2020**

**ZP-2019-027 Special Use Permit Application - schedule Public Hearing for January 2, 2020**

Motion made by Council Member Gaines, Seconded by Council Member Howard to approve 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.

### **NEW BUSINESS:**

**R-2019-012 Resolution to accept donation of 109 Courthouse Lane from Atlantic Union Bank**

Motion made by Council Member Davis, Seconded by Council Member Howard to adopt R-2019-012 - Resolution to accept donation of 109 Courthouse Lane from Atlantic Union Bank. 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.

**Consideration of EDA Appointment** - No action was taken on this item.

### **REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:**

Council member T. Gaines – noted that the sewer replacement project was complete.

Council member Howard - had no comment

Council member Davis – stated the EDA had met in closed session to discuss potential business interest in the Rt. 301 corridor.

Vice mayor McDearmon -had no comment.

Council member Wright – had no comment.

Council member M. Gaines - had no comments.

Council member Coyle – stated that Chairman Voit of the Planning Commission was moving forward in gathering individuals to serve on the Citizen Advisory Committee.

### **INFORMATIONAL ITEMS:**

The following informational item was noted:

Caroline County Holiday Luncheon Invite

**ADJOURNMENT**

Motion made by Council Member M. Gaines, Seconded by Council T. Member Gaines 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
24857	944	ATLANTIC BROADBAND /	000	11/08/2019	199.65	.00
24858	851	CAROLINE COUNTY PUBLIC	000	11/08/2019	250.00	.00
24859	429	CAROLINE COUNTY SHERIFF'S	000	11/08/2019	960.00	.00
24860	813	FOLEY HEATHER	000	11/08/2019	2,875.00	.00
24861	932	IBM CORPORATION	000	11/08/2019	4,966.00	.00
24862	1040	KELVIC CONSTRUCTION CO	000	11/08/2019	114,508.32	.00
24863	880	REID ENGINEERING CO INC	000	11/08/2019	18,266.36	.00
24864	1043	STATE OF ESCAPE, LLC	000	11/08/2019	160.00	.00
24865	653	STEMMLE PLUMBING REPAIR	000	11/08/2019	5,850.00	.00
24866	291	USA BLUE BOOK	000	11/08/2019	789.39	.00
24867	256	VERIZON WIRELESS	000	11/08/2019	448.99	.00
24868	44	VUPS	000	11/08/2019	60.90	.00
24869	12	WASTE MANAGEMENT	000	11/08/2019	7,368.11	.00
24870	902	WBQB/WFVA RADIO	000	11/08/2019	1,650.00	.00
24871	863	WILLIAMS MULLEN	000	11/08/2019	1,620.00	.00
24872	451	XEROX CORPORATION	000	11/08/2019	347.31	.00
		CLASS TOTAL			160,320.03	.00
		ACH TOTAL			.00	
		CHECK TOTAL			160,320.03	
		EPY TOTAL			.00	
		FINAL TOTAL			160,320.03	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 160,320.03- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24873	1063	ALACRITI PAYMENTS, LLC	000	11/15/2019	98.38	.00
24874	1058	DIAMOND SPRINGS	000	11/15/2019	29.15	.00
24875	10	DOMINION VIRGINIA POWER	000	11/15/2019	5,133.03	.00
24876	1021	MUNICIPAL CODE CORP	000	11/15/2019	1,500.00	.00
24877	257	ON SITE PC	000	11/15/2019	212.50	.00
24878	659	SOSMETAL PRODUCTS INC	000	11/15/2019	698.61	.00
24879	148	THE FREE LANCE STAR	000	11/15/2019	1,243.13	.00
24880	228	VIRGINIA DEPARTMENT OF	000	11/15/2019	6,950.00	.00
24881	12	WASTE MANAGEMENT	000	11/15/2019	790.16	.00
		CLASS TOTAL			16,654.96	.00
		ACH TOTAL			.00	
		CHECK TOTAL			16,654.96	
		EPY TOTAL			.00	
		FINAL TOTAL			16,654.96	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
THE TOTAL 16,654.96- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24884	18	A & M HOME CENTER	000	11/22/2019	81.98	.00
24885	600	BENNETT DEBORAH T	000	11/22/2019	35.00	.00
24886	1039	BIG DOG AUTOMOTIVE, LLC	000	11/22/2019	941.00	.00
24887	999999	BRANDSEMA CARLY	000	11/22/2019	150.00	.00
24888	14	CINTAS OF RICHMOND	000	11/22/2019	1,714.29	.00
24889	907	COYLE VALARIE	000	11/22/2019	1,000.00	.00
24890	679	DAVID L BROOKS HAULING &	000	11/22/2019	84.40	.00
24891	664	DAVIS JEAN	000	11/22/2019	900.00	.00
24892	999999	DEITZ AMY	000	11/22/2019	150.00	.00
24893	125	E M GRAY & SON	000	11/22/2019	780.61	.00
24894	1052	ENCO UTILITY SERVICES FLO	000	11/22/2019	565.28	.00
24895	234	ENVIROCOMPLIANCE LAB INC	000	11/22/2019	1,175.00	.00
24896	648	ERARD ANDREA G	000	11/22/2019	1,667.00	.00
24897	999999	FLIPPEN KENT	000	11/22/2019	150.00	.00
24898	139	FLORES ARMANDO L	000	11/22/2019	100.00	.00
24899	28	G & G MILFORD FARM SERV.	000	11/22/2019	83.95	.00
24900	946	GAINES MARK	000	11/22/2019	900.00	.00
24901	1051	GAINES TAMMIE	000	11/22/2019	900.00	.00
24902	780	HOWARD DEBORAH	000	11/22/2019	900.00	.00
24903	898	JAMES MARY	000	11/22/2019	105.00	.00
24904	546	JOHNSON'S EXTERMINATING	000	11/22/2019	1,664.00	.00
24905	378	MCDARMON GLENN	000	11/22/2019	900.00	.00
24906	48	MID-ATLANTIC LAB	000	11/22/2019	60.00	.00
24907	722	PACELLO KRISTIN M	000	11/22/2019	70.00	.00
24908	919	PRO SHRED SECURITY	000	11/22/2019	45.00	.00
24909	999999	RAKESTRAW HANNAH	000	11/22/2019	150.00	.00
24910	11	RAPPAHANNOCK ELEC COOP	000	11/22/2019	329.91	.00
24911	598	SATERWHITE JASON	000	11/22/2019	900.00	.00
24912	912	STATE CORPORATION	000	11/22/2019	81.00	.00
24913	985	VOIT JEFF	000	11/22/2019	125.00	.00
24914	930	WEBB EMILY	000	11/22/2019	175.00	.00
24915	1049	WEX BANK	000	11/22/2019	1,253.97	.00
24916	878	WHITE OAK ELECTRIC	000	11/22/2019	15,559.20	.00
24917	1074	WHOLEY ARTHUR	000	11/22/2019	100.00	.00
24918	438	WRIGHT OTIS	000	11/22/2019	900.00	.00
CLASS TOTAL					34,696.59	
ACH TOTAL					.00	
CHECK TOTAL					34,696.59	
EPY TOTAL					.00	
FINAL TOTAL					34,696.59	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
THE TOTAL 34,696.59- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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