



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

Thursday, April 7, 2022
7:00 p.m.
Town Hall

CALL TO ORDER AND QUORUM ESTABLISHED:

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

The Pledge of Allegiance was recited.

PRESENT:

Mayor Mark Gaines
Vice-Mayor Valerie Coyle
Council Member Jean Davis
Council Member Tammie Gaines
Council Member Jeff Voit
Council Member Deborah Howard
Council Member Randy Hageman
Council Member Arthur Wholey

PUBLIC HEARING:

Rezoning - #RZS-2021-02 – Northview

Mayor Gaines noted the public hearing is a continuation from the March 3, 2022, meeting.

Mayor Gaines opened the public comment period. With no one wishing to speak, Mayor Gaines closed the public comment period.

Council stated that the applicant submitted amended proffers. Council requested additional time to discuss and allow the applicant time to address any concerns.

Council requested more time prior to the closing of a public hearing to allow for an applicant's rebuttal.

Council requested the contact information of the Applicant's Representative should additional questions arise.

Council asked for a status update regarding information requested from the Department of Environmental Quality (DEQ) and noted a response has not yet been received.

On the motion of Mr. Voit, seconded by Mr. Wholey, which carried a vote of 8-0, the Town Council voted to defer action to the next meeting.

DELEGATIONS:

Appointment of Treasurer

On the motion of Mr. Wholey, seconded by Ms. Gaines, which carried a vote of 8-0, the Town Council voted to appoint Ms. Jackie Nance, as Treasurer for the Town of Bowling Green.

PUBLIC COMMENT:

Mayor Gaines opened the public comment period.

Mr. Keith Oster, Applicant's Representative, with Sullivan, Donohoe, & Ingalls (SDI), P.C., presented to the members updated proffers for #RZS-2021-20-Northview, and reviewed the following:

- Amendments to proposed proffers:
 - Buyer acknowledgement for proximity to Fort AP Hill;
 - Area lighting and dark sky compliance;
 - Widening of roads to accommodate parking;
 - Architectural Materials Section;
 - Amenities;
 - Trail expansion;
- Adjustments to the Generalized Development Plan (GDP) with the current ordinance requirements; and
- Request for an ordinance amendment is under review by the Planning Commission.

The Applicant's Representative concluded the presentation and noted he would answer any questions.

Council asked for information regarding the signing of proffers. Staff stated that a copy of the signed proffers has been received.

Mr. Paul Urlick, resident, updated the members regarding water bill issues that was previously brought to the attention of Council. Mr. Urlick stated his bill has returned to normal, but he has not received explanation as to the cause. Additionally, Mr. Urlick expressed concern regarding the increase of Town Hall Rental Rates and requested the fee for the Bowling Green Volunteer Fire Department remain at \$250 per use.

Mr. Mark Bissoon, resident, addressed the members to offer use of his commercial property for a mural or signage to welcome visitors to the Town of Bowling Green.

Mayor Gaines closed the public comment period.

MEMBER COMMENT:

Council welcomed new Council Member, Mr. Randy Hageman.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were presented to Council.

Public Works/Utilities Monthly Report for March 2022

- No discussion.

Police Department Monthly Report for March 2022

- No discussion.

Town Treasurer Monthly Report for March 2022

- No discussion.

Town Manager Monthly Report for March 2022

- Council expressed appreciation to staff for their continued hard work.

Playground Update

- Mr. Dan Webb, volunteer, reviewed a draft playground concept which notated areas in need of improvement, equipment relocation, or additional amenities. The committee requested discussion and input from Council.
- Council discussed new equipment; upgrade of restroom amenities; paving; lighting; safety and security; landscaping; and ADA Compliance.

Planning Commission Report

- Council noted the request made by the Planning Commission hold a joint meeting with DEQ regarding existing and future water concerns.
- Staff reviewed ordinance amendments under review by the Planning Commission.

CONSENT AGENDA:**Bills – March 2022**

Council asked for information regarding the purchase of office supplies and equipment. Staff noted purchases are made from multiple vendors. Council recommended utilizing the online retailer Newegg for computer and electronic purchases.

On the motion of Mr. Voit, seconded by Ms. Gaines, which carried a vote of 8-0, the Town Council voted to accept the Consent Agenda as presented.

UNFINISHED BUSINESS:**Rezoning – #RZS-2021-20 – Fairmont**

Mayor Gaines asked if the members had any questions or requests for deferral of the application.

Council and Staff discussed the submission of revised proffers which would require readvertisement.

On the motion of Mr. Wholey, seconded by Ms. Howard, which carried a vote of 8-0, the Town Council voted to approve the readvertisement and defer action to the meeting scheduled for May 5, 2022.

Council asked for clarification regarding payment of the readvertising fee. Staff noted the responsibility is to the Town.

NEW BUSINESS:**Vehicle Use Policy**

Ms. Finchum presented to the members the Draft Employee Vehicle Use Policy and explained the policy would aid in lowering the costs of fuel and vehicle replacement.

On the motion of Mr. Wholey, seconded by Mr. Voit, which carried a vote of 8-0, the Town Council voted to approve the Employee Vehicle Use Policy as presented, to include the reduction in residential distance from the Town of Bowling Green to 10 miles.

Public Complaint Form

Mayor Gaines discussed the implementation of a Public Complaint Form. Mayor Gaines explained the form would allow staff to take in and process citizen complaints and concerns. Council asked for input and suggestions.

ADJOURNMENT:

On the motion of Mr. Voit, seconded by Mr. Wholey, which carried a vote of 8-0, the Town Council voted to adjourn the April 7, 2022, meeting at 7:57 p.m.