

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, November 01, 2018
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor called the meeting to order at 7:00 P.M. and noted a quorum was present.

PRESENT

Mayor Jason Satterwhite
Vice-Mayor Glenn McDearmon
Council Member Otis Wright
Council Member Mark Gaines
Council Member Mary Frances Coleman
Council Member Jean Davis
Council Member Tyler Gibson
Council Member Valarie Coyle

DELEGATIONS:

There were no Delegations.

PUBLIC COMMENTS:

There were no Public Comments.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were noted:

Police Department Monthly Report to Council October 2018
Public Works and Utilities Monthly Report to Council October 2018
Events Coordinator Council Monthly Report for October 2018
Town Clerk/Treasurer's Monthly Report to Council October 2018
Town Manager Monthly Report to Council October 2018

CONSENT AGENDA:

Bills - October 2018 – Attached to these minutes
Town Council Meeting Minutes – October 4, 2018
Part-Time Office Assistant Pay Range Adjustment
Proposed Budget Transfers
Budget Amendment

Motion made by Council Member Gibson, Seconded by Council Member Coyle to approve the consent agenda as presented and to set a Public Hearing date of December 6, 2018 for the proposed Budget Amendment.

Voting Yea: Vice-Mayor McDearmon, Council Member Wright, Council Member Gaines, Council Member Coleman, Council Member Davis, Council Member Gibson, Council Member Coyle
Voting Abstaining: Mayor Satterwhite

NEW BUSINESS:

Health Insurance Proposal - the Town Manager asked Council to consider allowing the Town's staff to join Caroline County's health insurance plan beginning with the County's 2019 renewal period.

Motion made by Council Member Gaines, Seconded by Council Member Gibson to authorize staff to submit a letter to Caroline County formally asking for their consideration in allowing the Town staff to join the County health insurance.
Voting Yea: Vice-Mayor McDearmon, Council Member Wright, Council Member Gaines, Council Member Coleman, Council Member Davis, Council Member Gibson, Council Member Coyle.

Property Management Memorandum of Understanding - the Town Manager asked Council to authorize staff to develop a draft MOU with Caroline County that would allow County staff to carry out property maintenance responsibilities under the State's Uniform Building Code.

Motion made by Vice-Mayor McDearmon, Seconded by Council Member Wright to authorize staff to develop a draft MOU with Caroline County and present to the Facilities Committee for recommendation before being presented to Council.
Voting Yea: Vice-Mayor McDearmon, Council Member Wright, Council Member Gaines, Council Member Coleman, Council Member Davis, Council Member Gibson, Council Member Coyle

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Glenn McDearmon – Mr. McDearmon stated that the Public Information meeting held on October 26 on the sewer line replacement project had a good turnout of citizens and that the replacement of fire hydrants was complete. He also noted that the EDA had met in October.

Otis Wright – had no comments.

Mark Gaines – Mr. Gaines stated that he had attended a seminar on the financial aspect of Water Operations with the Town Manager. He said that he found it to be very informative.

Mary Frances Coleman – had no comments.

Jean Davis – Ms. Davis noted that she and Ms. Coleman had attended a RASCB event and reminded Council of the upcoming "Bring your Legislators to School Day."

Valarie Coyle - had no comments.

Tyler Gibson – had no comments.

Jason Satterwhite, Mayor – Mr. Satterwhite stated that he, Vice Mayor McDearmon, EDA member David Storke, and the Town Manager met with the Commander and other representatives of Fort A.P. Hill.

INFORMATIONAL ITEMS:

Groundwater Withdrawal Permit - the Town Manger informed Council that the Town had recently been issued its permit governing groundwater withdrawal for the next ten years. He noted that under the conditions of the permit, the State requires the Town to abandon one well, raise its pumps in two remaining wells, and drill a replacement well within the next seven years.

ADJOURNMENT

On motion made by Vice-Mayor McDearmon, Seconded by Council Member Davis Council voted unanimously to adjourn the meeting at 7:50 P.M.