

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, September 06, 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

PUBLIC HEARINGS:

ZP 2018-010 for 221 N. Main Street - At 7:01 P.M. the Mayor opened the Public Hearing for ZP 2018-010 An application by Bowling Green Properties, LLC for a Special Use Permit to allow for residential mixed use in a B-1 zoning at 221 N. Main Street.

The Mayor noted an ad for Public Hearing had been run in the Free Lance Star newspaper on August 21 and August 28, 2018. He invited the public to speak on this matter. The Mayor called a second and third time for public comment. Hearing none, he closed the Public Hearing at 7:02 P.M.

Motion made by Council Member Gaines, Seconded by Vice-Mayor McDearmon to approve ZP-2018-010 - An application by Bowling Green Properties, LLC for a Special Use Permit to allow for residential mixed use in a B-1 zoning at 221 N. Main Street.

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

DELEGATIONS:

Presentation of Resolution to Martin Hauser - Mr. Hauser was not present accept his resolution.

Introduction of SERCAP Virginia State Manager - The Town Manager introduced Andy Crocker of Southeast Rural Community Assistance Project, Inc (SERCAP). Mr. Crocker spoke about SERCAP's initiatives and how they are able to help the Town.

FY 2016-2017 Audit Presentation

Adam Davis of Davis and Associates presented the firms audit findings. He noted that the Town has a good focus on Internal Controls and that Personnel responsible for the accounting and finance functions within the Town are very experienced.

PUBLIC COMMENTS:

Eddie Thomas, owner Doug's Septic Service – Mr. Thomas expressed his disagreement with being billed for dumping sewage at the Town's Waste Water Treatment Plant. He explained that he has been dumping at the plant for more than a year and that he has never received a bill. He stated he was told by staff at the Treatment Plant that sewage pumped from property in town was not subject to dumping fees. It was not until September 5, 2018 that he received a bill and it included dates as far back as January 2017. He asked that Council waive these fees and stated that he would have no issue with paying the fees moving forward.

The Mayor said that Council would consider the matter and contact him once a decision had been made.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were noted:

Public Works and Utilities Dept Council Monthly Report for August 2018

Police Department Monthly Report August, 2018

Events Coordinator Council Monthly Report for August 2018

Town Clerk/Treasurer Council Monthly Report for August 2018

Town Manger Council Monthly Report for August 2018

CONSENT AGENDA:

Bills – August 2018 - Attached to these minutes.

August 2, 2018 Town Council Meeting Minutes

R-2018-009 Smart Scale Application Authorization

Police Chief Job Description

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

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

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

There was no new business.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Glenn McDearmon – Mr. McDearmon stated that the Economic Development Authority met.

Otis Wright – had no comments.

Mark Gaines – had no comments.

Mary Frances Coleman – had no comments.

Jean Davis – had no comments.

Tyler Gibson – had no comments.

Jason Satterwhite, Mayor – Mayor Satterwhite asked if council would like to schedule a work session to discuss the Police Department and enforcement issues as members of Council had questioned the Police Chief on this matter.

On Motion by Gaines Seconded by McDearmon council voted schedule a Town Council Work Session for 7:00 P.M. on September 24 to discuss the Police Department and enforcement. Voting Yea: Vice-Mayor McDearmon, Council Member Wright, Council Member Gaines, Council Member Coleman, Council Member Davis, Council Member Gibson

INFORMATIONAL ITEMS:

Downtown Business Owners Update - Mr. Gaines excused himself to speak at the podium as a representative of the Downtown Business Owners Focus Group. He spoke on the initiatives the group was considering in redeveloping Bowling Green's Downtown District.

CLOSED SESSION:

Motion made by Vice-Mayor McDearmon, Seconded by Council Member Wright, Council voted to go into Closed Session in accordance with Section 2.2-3711 A1 of the Code of Virginia for the purpose of discussion and consideration of a personnel matter involving the appointment of an individual to the Town Council.

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

RECONVENE IN OPEN SESSION:

Motion made by Council Member Gibson, Seconded by Council Member Wright, Council voted to come out of closed session.

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

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	Coleman.....	Aye
Gaines.....	Aye	Gibson.....	Aye
McDearmon.....	Aye	Davis.....	Aye

On Motion by McDearmon Seconded by Wright council voted to appoint Valarie Coyle to the Town Council seat left vacant by Mr. Hauser's resignation. Voting Yea: Vice-Mayor McDearmon, Council Member Wright, Council Member Gaines, Council Member Coleman, Council Member Davis, Council Member Gibson

ADJOURNMENT

On motion by Mr. Gaines, seconded by Mr. Gibson, Council unanimously voted to adjourn the meeting.