



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

A G E N D A

**Thursday, October 01, 2020
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

PUBLIC HEARINGS:

- [1.](#) Budget Amendment and Supplemental Appropriation

DELEGATIONS:

PUBLIC COMMENTS:

STAFF REPORTS & PRESENTATIONS:

- [2.](#) Police Department Monthly Report - September 2020
- [3.](#) Public Works and Utilities Dept. Monthly Report - September 2020
- [4.](#) Economic Dev. & Events Coordinator Monthly Report - September 2020
- [5.](#) Town Clerk/Treasurer • Acting Town Manager Monthly Report - September 2020

CONSENT AGENDA:

- [6.](#) September 2020 Bills
- [7.](#) Minutes – June 30, 2020 Special Town Council Meeting
- [8.](#) Minutes – July 9, 2020 Special Town Council Meeting
- [9.](#) Minutes – July 28, 2020 Town Council Work Session
- [10.](#) Minutes – August 6, 2020 Town Council Meeting
- [11.](#) Minutes - September 3, 2020 Town Council Meeting

UNFINISHED BUSINESS:

- [12.](#) Bond Resolution for Water System Project

NEW BUSINESS:

- [13.](#) R-2020-009 – A resolution to reimburse the EDA for expenditures related to Small Business Assistance using CARES Act Funds
- [14.](#) R-2020-010 – Resolution of Governing Body for Police Car Grant
- [15.](#) Utility Rate Work Session

- [16.](#) Reducing number of Council Members from 7 members to 5 members

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

INFORMATIONAL ITEMS:

- [17.](#) VDOT Updates
- [18.](#) National Night Out

CLOSED SESSION:

- [19.](#) Closed Meeting - 123 S. Main Street Sewer

Closed Meeting pursuant to Va. Code 2.2-3711(A)(8) for consultation with the Town Attorney about a specific legal matter – damage to 123 South Main St. & Kelvic contract for water/sewer line replacements.

RECONVENE IN OPEN SESSION

ADJOURNMENT



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: Budget Amendment and Supplemental Appropriation

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Section 15.2-2507 of the Code of Virginia requires the publication of a public hearing notice when a locality amends its budget expenditures in excess of one percent of the total expenditures shown in the currently adopted budget.

The Town's receipt of \$209,390 from the Caroline County of federal *Coronavirus Aid, Relief and Economic Security (CARES) Act of 2020* funds exceeds one percent of the adopted budget. As a result, notice was published of Council's intent to amend the Fiscal Year 2020/2021 budget to add an additional \$209,390 to account for these new funds.

These funds will be spent on CARES Act compliant expenditures to include:

- PPE for staff
- Audio/Visual Equipment technology to enhance streaming of public meetings
- Facility Upgrades
- Cares Packages to residents
- Small Business Assistance

ATTACHMENTS:

- Advertisement run in FLS 9/25/2020
- Budget Amendment Request Form

REQUESTED ACTION:

Conduct Public Hearing, take action on Budget Amendment and Supplemental Appropriation request.

**NOTICE OF PUBLIC HEARING
FY 2021 BUDGET AMENDMENT and SUPPLEMENTAL APPROPRIATION
BY THE TOWN OF BOWLING GREEN, VIRGINIA**

The Council of the Town of Bowling Green, Virginia (the “Council”) will hold a public hearing on a FY 2021 Budget Amendment and Supplemental Appropriation in the amount of the \$209,390.00. The proposed budget amendment and supplemental appropriation are needed to receive and expend Coronavirus Aid, Relief and Economic Security (CARES) Act Funds. The public hearing, which may be continued or adjourned and at which persons may appear and present their views on the proposed amendment, will be held at **7:00 p.m.** on **October 1, 2020**, or as soon after that time as the matter may be heard, before the Council in the Town Hall, located at 117 Butler Street Bowling Green, Virginia. Any person requiring assistance in order to participate in the public hearing is asked to contact the Town Clerk in advance so that appropriate arrangements may be made.

Melissa Lewis
Acting Town Manager



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MONTHLY REPORT / PROJECT UPDATE**

AGENDA ITEM: Police Department Monthly Report September 2020
DATE: 09/25/2020
PREPARED BY: Chief Justin Cecil

MONTHLY REPORT / PROJECT UPDATE:

Police Activity for September 2020

21 Total calls for service

2 Missing juvenile calls both (Located and returned to parents)

1 Bomb Threat

11 Summonses issued

57 Park walk and talks

10 Assist other agencies

18 Property checks/ Vacation checks

Town police units assigned to security for music on the green.

ATTACHMENTS:

None

HEADS UP ITEMS:

2005 Crown Victoria has been taken out of service for patrol due to mechanical issues.

Seeking a grant from USDA to purchase a new vehicle to replace 2005 Crown Victoria.

Working with the towns Attorney on police policy Manuel.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MONTHLY REPORT / PROJECT UPDATE**

AGENDA ITEM: Council Monthly Report for September 2020

DATE: September 25, 2020

PREPARED BY: Josh Irby

MONTHLY REPORT / PROJECT UPDATE:

Water

- Replaced one sampling station
- Repaired leak on Davis Court
- Started flushing hydrants

Wastewater

- Met with Engineers on September 25, 2020 about Wastewater Project
- Meeting with Virginia DEQ about Inspection Report on October 6, 2020
- Plant is running well, no exceptions to report
- Marcus Black's last day is October 10, 2020
- Advertising for New Operator Position

Public Works

- Normal grass cutting and trimming
- Painted shutters at Police Building
- Painted Office on Courthouse Road
- Set up and take down for Music on the Green

ATTACHMENTS:

- August 2020 DMR Summary
- Iworq Report (Partial Month)

HEADS UP ITEMS:

- Preparing for annual leaf collection
- Inspection with Southern Corrosion on October 6, 2020

Work Order Report

9/1/2020 - 9/25/2020

Work Order Date	Assigned Department	Work Description	Work Address/Locaton
9/1/2020	Public Works	cut dead tree down	107 Lacy Ln
9/1/2020	Public Works	Remove drying bed #1	219 Anderson Ave
9/2/2020	Utilities	connect service	15478 CM Apt 1E
9/2/2020	Public Works	Mow Maury Heights liftstation	Coolidge Lane
9/2/2020	Public Works	Mow Milford St. business	104 Milford St.
9/2/2020	Public Works	Mow VDOT water tower	13329 Fredericksburg Tnpk
9/2/2020	Public Works	Mow welcome sign	Fredericksburg Turnpike
9/2/2020	Public Works	Mow billboard sign	Rogers Clark Blvd
9/2/2020	Public Works	Mow welcome sign	Rogers Clark Blvd
9/2/2020	Public Works	Mow well 5	West Broaddus Ave
9/2/2020	Public Works	Mow traffic light at North Main	North Main St.
9/2/2020	Public Works	Mow Cedar Lane warehouse	109 Cedar Lane
9/2/2020	Public Works	Mow Lacy Lane liftstation	102 Lacy Lane
9/2/2020	Public Works	Mow Town Hall	117 Butler St.
9/2/2020	Public Works	Mow Bowling Green Meadows liftstation	Roper Dr.
9/2/2020	Public Works	Mow Bowling Green Meadows Park	Dickinson Drive
9/2/2020	Public Works	Mow Police Department, playground and well 1	105 Butler St.
9/2/2020	Public Works	Mow Park and Ride	104 Chase St.
9/2/2020	Public Works	Mow South Main medians	211 South Main
9/2/2020	Public Works	Mow 301 and Broaddus intersection	A P Hill Blvd

Work Order Date	Assigned Department	Work Description	Work Address/Locaton
9/2/2020	Public Works	Mow 301 Billboard	A P Hill Blvd
9/2/2020	Public Works	Mow 301 liftstation	A P Hill Blvd
9/2/2020	Public Works	Mow welcome sign	A P Hill Blvd
9/3/2020	Public Works	Take new recycle can and pick up broken one	263 Meadow Ln
9/3/2020	Public Works	Mark utilities	207 Milford St
9/3/2020	Public Works	Mark utilities	18024 Coolidge Lane
9/4/2020	Utilities	turn water off Marvin Toliver moved out	151 Lee St
9/4/2020	Public Works	Music on the Green	Courthouse Lawn
9/8/2020	Utilities	Mark utilities	Elwood DR
9/8/2020	Utilities	Mark utilities	North Main St.
9/8/2020	Utilities	Water leak	112 Davis Court
9/8/2020	Utilities	disconnect water Heather Hogan moved out	136 Lafayette Ave
9/9/2020	Public Works	need to take down tables in front room. we have an event this weekend. Make sure the good tables go in room 12 with covers on them.	117 Butler St
9/9/2020	Utilities	Mark utilities	14424 FREDERICKSBURG TPKE
9/9/2020	Public Works	Mow Bowling Green Meadows Park	Dickinson Drive
9/9/2020	Public Works	Mow Police Department, playground and well 1	105 Butler St.
9/9/2020	Utilities	Well communication box has lost a channel so wells are not cutting on in auto mode	105 Butler St.
9/10/2020	Public Works	Replace sampling station	135 South Main

Work Order Date	Assigned Department	Work Description	Work Address/Locati on
9/11/2020	Public Works	replace broken recycle trash can	135 Martin street
9/11/2020	Public Works	Mark utilities	136-138 Lafayette
9/11/2020	Public Works	Mark utilities	133 Courthouse Lane
9/11/2020	Public Works	Mow Town Hall	117 Butler St.
9/11/2020	Public Works	Music on the Green	Courthouse Lawn
9/14/2020	Utilities	Please Flush Hydrant closest to 16015 Grant Court. Customer is complaining about odor and water leaving a residue in tubs, sinks, and on dishes.	Grant Ct
9/14/2020	Facilities	9/21 - set up for planning commission. Will be 75+ chairs in ball room facing stage and tables on stage for Planning Commission Members. Also over flow seating in Front Room. See Melissa for details.	117 Butler Street
9/14/2020	Public Works	Take broken table to the dump	117 Butler St.
9/14/2020	Utilities	Reread meters on list from Tracy	Main St, Davis Ct, Elm, White Meadows, Harding, Grant, School Rd, Jackson, Meadow Dr.
9/14/2020	Treatment Plant	remove bed #3	219 Anderson Ave
9/14/2020	Utilities	turn water off Parsons moved out get meter read please	138 Lafayette Ave
9/14/2020	Public Works	Set tables back up for meetings	117 Butler St.
9/16/2020	Public Works	Mow Milford St. business	105 Milford St

Work Order Date	Assigned Department	Work Description	Work Address/Locaton
9/16/2020	Public Works	Mow Town Hall	117 Butler St.
9/16/2020	Public Works	Mow Cedar Lane warehouse	109 Cedar Lane
9/16/2020	Public Works	Mow wastewater treatment plant	219 Anderson Ave
9/16/2020	Public Works	Mow Police Department, playground and well 1	105 Butler St.
9/16/2020	Public Works	Mow South Main Main medians	211 South Main
9/16/2020	Public Works	Mow traffic light at North Main	North Main St.
9/16/2020	Public Works	Mow welcome sign	Fredericksburg Turnpike
9/16/2020	Public Works	Mow VDOT water tower	13329 Fredericksburg Tnpk
9/16/2020	Public Works	Mow old Maury well	209 Maury Ave
9/16/2020	Public Works	Mow Park and Ride	104 Chase St.
9/16/2020	Public Works	Mow Bowling Green Meadows liftstation	Roper Dr.
9/16/2020	Public Works	Mow Bowling Green Meadows Park	Dickinson Drive
9/16/2020	Public Works	Mow Maury Heights liftstation	Coolidge Lane
9/16/2020	Public Works	Mow Billboard	Rogers Clark Blvd
9/16/2020	Public Works	Mow welcome sign	Rogers Clark Blvd
9/16/2020	Public Works	Mow Heritage Pines liftstation	Heritage Pines Circle
9/16/2020	Public Works	Mow well 5	213 West Broaddus
9/16/2020	Public Works	Mow Lacy Lane liftstation	102 Lacy Lane
9/16/2020	Public Works	Mow A P Hill and Broaddus intersection	A P Hill Blvd
9/16/2020	Public Works	Mow 301 Billboard	A P Hill Blvd
9/16/2020	Public Works	Mow 301 liftstation.	A P Hill Blvd
9/16/2020	Public Works	Mow welcome sign	A P Hill Blvd

Work Order Date	Assigned Department	Work Description	Work Address/Locaton
9/16/2020	Utilities	Meter Read	15421 CM Apt 1A
9/16/2020	Public Works	connect service	107 Lafayette Ave
9/17/2020	Public Works	take new trash can	138 Maury Ave
9/17/2020	Utilities	turn water on new customer Chase St Hoppss	144 E Broaddus Ave
9/17/2020	Utilities	turn water on new customer Tiara Brawner	151 Lee St
9/17/2020	Public Works	Repair front wheel assembly on pushmower	219 Anderson Ave
9/18/2020	Public Works	Remove trash can the bottom has rusted out	103 North Main
9/18/2020	Public Works	Remove tree branches from sidewalk	124 South main
9/18/2020	Public Works	Music on the Green	Courthouse Lawn
9/21/2020	Utilities	possible leak at the meter	113 Courthouse Ln
9/21/2020	Public Works	Clean and paint shutters to police department	117 Butler St.
9/21/2020	Public Works	Clear mulch bed in front of the building	109 Courthouse Lane
9/22/2020	Utilities	read meter	18115 Coolidge Ln
9/22/2020	Public Works	take new trash can & pick old broken trash	112 Coghill St
9/23/2020	Utilities	Mark utilities	105 Hoomes Circle
9/23/2020	Utilities	Mark utilities	14024 Farmer DR
9/23/2020	Utilities	Mark utilities	107 Davis CT
9/23/2020	Utilities	Risers put on meter now Customer has hit with lawnmower	14130 Fredericksburg Turnpike
9/24/2020	Public Works	Music on the Green	Courthouse Lawn
9/24/2020	Public Works	Patch asphalt around water valve	Grant Ct.

Work Order Date	Assigned Department	Work Description	Work Address/Locati on
9/24/2020	Utilities	Collect Bac T samples	120 Anderson Ave,13339 FREDERICKSBURG TPKE
9/24/2020	Public Works	Mow Bowling Green Meadows Park	117 Butler St.
9/24/2020	Public Works	Mow Police Department, playground and well 1	107 Butler St
9/24/2020	Public Works	Mow Town Hall	117 Butler St.
9/24/2020	Utilities	Mark utilities	115 Sunset
9/25/2020	Utilities	Meter cap missing, please replace	16370 Heritage Pines Circle

Total Records: 99

9/25/2020

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
DISCHARGE MONITORING REPORT (DMR)

DEPT. OF ENVIRONMENTAL QUALITY
(REGIONAL OFFICE)

PERMITTEE NAME/ADDRESS (INCLUDE
FACILITY NAME/LOCATION IF DIFFERENT)

Northern Regional Office
13901 Crown Court

Woodbridge, VA 22193

NAME: Bowling Green Wastewater Treatment Plant
ADDRESS: co Town of Bowling Green
Bowling Green, VA 22427

VA0020737	001
PERMIT NUMBER	DISCHARGE NUMBER

MONITORING PERIOD

YEAR	MO	DAY	YEAR	MO	DAY
2020	08	01	2020	08	31

FACILITY LOCATION: 219 Anderson Ave
Bowling Green, VA 22427

FROM

TO

NOTE: READ PERMIT AND GENERAL INSTRUCTIONS BEFORE COMPLETING THIS FORM.

Parameter		QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO. EX.	FREQUENCY OF ANALYSIS	SAMPLE TYPE	LAB CODE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM				
FLOW	REPORTD	.1323	.3394	MGD	*****	*****	*****	0	CONT	TIRE	
PARAM CODE: 001	REQRMNT	0.25	NL		*****	*****	*****				
pH	REPORTD	*****	*****		6.9	*****	7.7	0	1/DAY	GRAB	
PARAM CODE: 002	REQRMNT	*****	*****		6.0	*****	9.0				
TSS	REPORTD	1.5850	6.0036	KG/D	*****	3.1	7.2	0	3D/W	8HC	
PARAM CODE: 004	REQRMNT	9.5	14		*****	10	15				
DO	REPORTD	*****	*****		7.0	*****	*****	0	1/DAY	GRAB	
PARAM CODE: 007	REQRMNT	*****	*****		5.0	*****	*****				
TKN (N-KJEL)	REPORTD	.2853	.4878	KG/D	*****	.61	1.02	0	3D/W	8HC	
PARAM CODE: 068	REQRMNT	2.8	4.2		*****	3.0	4.5				
E.COLI	REPORTD	*****	*****		*****	1	*****	0	3D/W	GRAB	
PARAM CODE: 120	REQRMNT	*****	*****		*****	126	*****				
CBOD5	REPORTD	<QL	<QL	KG/D	*****	<QL	<QL	0	3D/W	8HC	
PARAM CODE: 159	REQRMNT	9.5	14		*****	10	15				

GENERAL PERMIT REQUIREMENTS OR COMMENTS: See attachment concerning effluent flow. Disclaimer about submission of August 2020 eDMR.
OUTFALL-SPECIFIC COMMENTS: See attachment concerning effluent flow. Disclaimer about submission of August 2020 eDMR.
PARAMETER-SPECIFIC COMMENTS:

BYPASSES AND OVERFLOWS	TOTAL OCCURENCES	TOTAL FLOW(M.G.)	TOTAL BOD5(K.G.)	OPERATOR IN RESPONSIBLE CHARGE	
				TYPED OR PRINTED NAME	CERTIFICATE NUMBER
				Joshua Irby	1965008627
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.				PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	TELEPHONE
					804-221-1834
				TYPED OR PRINTED NAME	SIGNATURE
					2020-09-11 14:04:55
					Date



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING MONTHLY REPORT / PROJECT UPDATE

AGENDA ITEM: Economic Dev. & Events Coordinator Council Monthly Report for SEPT 2020

DATE: 09/25/20

PREPARED BY: Jo-Elsa Jordan

MONTHLY REPORT / PROJECT UPDATE:

Economic Development:

- **CARES Act Grant Funding:**

- ✓ Meet with Melissa Lewis on 9/2/20 to strategize a proposal for CARES Act spending.
- ✓ Develop CARES Act Grant Application for Bowling Green businesses to present at Work Session on 9/10/20.
- ✓ Confirm second round of CARES Act funding through Caroline County.
- ✓ Attend 9/10/20 Work Session and present proposal for first round of spending.
- ✓ Gather email addresses for small businesses in Town.
- ✓ Work with Judy Beazley to get access to 2020 BPOL for cross referencing.
- ✓ Send email outline to Council summarizing the Work Session.
- Email Bowling Green small businesses information and grant application for RebuildVA.
- Meet with Wild Child Food owners to discuss business model and opening for The Corner Store at 100 N. Main Street
- Process reimbursement for Façade Improvement Grant at 101 N. Main Street.
- Research certification in Economic Development through International Economic Development Council (IEDC).
- Correspond with new EDA board member, Jason Manns, to take oath for official acceptance of appointment.
- Create and publish meeting packet for EDA meeting scheduled for Monday, 9/28/20.

Planning Commission:

- **Future Use Map:**

- ✓ Print F.U.M. meeting invitations; stuff envelopes for direct mailer to Bowling Green residents.
- ✓ Develop Power Point outline for 9/21/20 meeting for P.C. Chair and Melissa Lewis' review.
- ✓ Develop Power Point presentation; print hard copies for public.
- ✓ Update Town website to advertise F.U.M. meeting as "Top News" on the homepage and on calendar.
- ✓ Work with Melissa Lewis and Jeff Voit to offer conceptual maps for the F.U.M. meeting presentation.
- ✓ Attend 9/21/20 meeting and present example of rezoning to correspond with Power Point presentation.

VDOT Smart Scale:

- Send adopted Resolution 2020-004 to VDOT as required for Smart Scale application.
- Send adopted Resolution to Caroline County Planning Department.

Music on the Green:

- Coordinate with graphic artist for “Rain Date” graphic.
- Coordinate with Town office staff and Caroline County Tourism for payment to Local Services for port-o-pottie unit.
- Send email invoice to Town Business Office for issuance of performers’ check.
- Monitor weather forecast
- Facebook promotion
- Reschedule performance by “HOTEL X” to take place on Friday, 9/25/20; Update Facebook event and Town website to reflect rain date.
- Enter work order into iWorqs for Special Event Set-up through the Public Works Department.
- Event execution:
 - Create set-break notes for the band, thanking sponsors, promoting local restaurants and encouraging social distancing.
 - Meet with band to remit payment and go over set-break notes.
 - Install landscape lighting; collect after show concludes.
 - Place liners in trash cans and place trash cans in proper locations on the lawn; stack trash can at the end of the event and take trash to 109 Courthouse Lane.
 - Give “Welcome” remarks at the beginning of the show.
- Cancel “Hotel X” performance due to weather; Update Facebook event, social media, etc.

Fall Clean Sweep:

- Work with graphic artist to design Fall Clean Sweep marketing assets. *See attached.
- Secure free advertising in The Free Lance-Star Weekender.
- Create Facebook event.
- Coordinate with office staff to develop participant list.
- Create Clean Sweep map.
- Install Clean Sweep directional signage.
- Distribute maps to participants.
- Collect directional signage and return to Cedar Lane warehouse.

National Night Out:

- Connect BCPD with Marketing Director for Caroline Manor for sponsorship.
- Work with BCPD Police Chief to create a Facebook event advertising NNO for Tuesday, October 6th 5pm – 7pm.

Community Relations:

- Regular social media posts.
- Promote Dainty Chic Roadside Stand’s Grand Opening on Facebook.
- **Community Heart & Soul:**
 - ✓ Coordinate with Town office staff, CH&S and BGVA Community Alliance to accept grant award of \$500, to be deposited in BGVA’s checking account (earmarked for CH&S).
 - ✓ Attend meeting on 9/23/20 to discuss story-gathering strategy.
 - ✓ Attend Phase II training on 9/9; Provide/set-up projector for meeting
- **BGVA Community Alliance:** Next meeting TBD.
- **Old Mansion:**
 - ✓ Weekly conference call to discuss happenings in Bowling Green,
 - ✓ Coordinate Zoom meeting on 9/4/20 with Old Mansion owners, BGVA Community Alliance President, Mark Gaines and Community Heart & Soul Project Coordinator, Sam Frye, to discuss holiday drive-by tree illumination.

Farmers Market

- General Facebook posts.

COVID-19

- Continue monitoring local, regional, state and national events as a guideline for Bowling Green events.
- Researching various state and federal relief funding for small businesses.

Misc:

- Monday staff meetings.
- Complete staff report for September meeting packet.

The Town of Bowling Green's

fall clean sweep!

Saturday, Sept 26th
8AM - 1PM

Community Yard Sale
and Farmers' Market

To register, call (804)633-6212
by Wednesday, Sept 23

Rain or Shine / No Early Birds

Yard sale spaces available for all
Caroline County residents in
the Town Hall parking lot

Due to CoVID-19:
Leftover items
will not be
collected

2020 FALL CLEAN SWEEP

Untitled layer

- 📍 (1.) 115 E Broaddus Ave
- 📍 (2.) 236 N Main St
- 📍 (3.) 110 Sunset Dr
- 📍 (4.) 127 Sunset Dr
- 📍 (5.) 224 N Main St
- 📍 (6.) Calvary Baptist Church
- 📍 (7.) 152 Milford St
- 📍 (8.) 124 Coghill St
- 📍 (9.) 131 Coghill St
- 📍 (10.) 223 Milford St
- 📍 (11.) 115 White St
- 📍 (12.) 227 Maury Ave
- 📍 (13.) 160 Maury Ave
- 📍 (14.) 117 Maury Ave
- 📍 (15.) 105 Hoomes Cir
- 📍 (16.) 104 Hoomes Cir
- 📍 (17.) 101 Hoomes Cir
- 📍 (18.) 165 S Main St
- 📍 (19.) 116 Gill St
- 📍 (20.) 153 S Main St
- 📍 (21.) St. Asaph's Church
- 📍 (22.) 112 Dorsey Ln
- 📍 (23.) 123 S Main St
- 📍 (24.) 108 S Main St
- 📍 (25.) Methodist Church
- 📍 (26.) 175 Roper Dr
- 📍 (27.) Town Hall - 10+ SALES!
- 📍 (28.) 190 Courthouse Ln
- 📍 (29.) 14519 Wagon Wheel Rd
- 📍 (30.) 113 Lacy Ln
- 📍 (31.) 115 Lacy Ln



**** COVID-19 UPDATE; NO PICK-UP/DONATION SERVICES ARE OFFERED. PARTICIPANTS ARE RESPONSIBLE FOR ANY UNSOLD ITEMS. ****



ECONOMIC DEVELOPMENT AUTHORITY OF THE TOWN OF BOWLING GREEN CARES ACT GRANT APPLICATION

PROGRAM APPLICATION

The purpose of this program is to assist Town of Bowling Green businesses that have been adversely impacted by the COVID-19 pandemic. The grant funds available are a part of the CARES Act funding allocated to the Town by Caroline County and from the Commonwealth of Virginia.

Grant funds are available to privately owned small businesses with a valid business license through the Town of Bowling Green, in place between January 1, 2020 - July 31, 2020, including MLM companies and brick/mortar businesses, but excluding corporate owned and operated businesses.

All applicants must submit specific financial information as required and all applications must be complete before the EDA can approve any grant. These funds are an effort to assist businesses with remaining open, retaining employees, and operating safely. All applicants must certify that the information provided below and submitted with this application is true and accurate.

Deadline for submittal is Friday, October 16, 2020.

Submit application in-person or by mail to:

Town of Bowling Green, Economic Development Authority
117 Butler Street ♦ P.O. Box 468
Bowling Green, VA 22427

TOWN OF BOWLING GREEN ♦ 117 BUTLER STREET ♦ P.O. BOX 468 ♦ BOWLING GREEN, VA 22427

EDACOORDINATOR@TOWNOFBOWLINGGREEN.COM

DATE:

BUSINESS NAME:

BUSINESS ADDRESS:

BUSINESS POINT OF CONTACT:

EMAIL ADDRESS:

PHONE NUMBER:

- Is Bowling Green your principal place of business? Yes No
- Have you received an Economic Injury Disaster Loan (EIDL) or Paycheck Protection Program funding or any federal assistance in response to the COVID-19 pandemic? Yes No
- With the exception of nonprofits, do you have at least one (1) full-time equivalent (FTE), but less than fifty (50) FTE's in one or more locations in the Town of Bowling Green? How many? _____ Yes No
- Do you file a VEC Quarterly Payroll Report? If so, please attach the last two quarterly reports when submitting this application. Yes No
- Are you a nonprofit? If the answer is "Yes", please attach your 2018 or 2019 990 form. Yes No
- Do you have a valid Business License from the Town of Bowling Green issued prior to March 1, 2019? If the answer is "Yes", please attach a copy of your BPOL license to this application. Yes No

TOWN OF BOWLING GREEN ♦ 117 BUTLER STREET ♦ P.O. BOX 468 ♦ BOWLING GREEN, VA 22427

EDACOORDINATOR@TOWNOFBOWLINGGREEN.COM

- Are you a Sole Proprietor? If the answer is “Yes”, please submit your most recent tax returns and be sure to include your Schedule C or Schedule SE forms.

Yes No

- Are you currently receiving unemployment benefits? Yes No

- Please summarize what the funds will be used for. (Example: Payroll, Barriers, Point-of-Sale systems, Outdoor seating, Rent, Utilities, etc.)

- **Please attach the most recent profit and loss statement or any supporting documentation to show the impact COVID-19 is having on your business.**
- **Please attach Form W-9 (Tax Payer Identification Number and Certification). This form will be used to process your grant award.**

Email the completed application with all necessary and proper documentation to

EDAcordinator@townofbowlinggreen.com

Economic Development Authority of the Town of Bowling Green
CARES Act Application
Terms and Conditions

1. The submission of an application for a Grant constitutes an unconditional agreement to, and acceptance of, these Terms and Conditions. The Applicant is responsible for ensuring his or her familiarity with the Terms and Conditions.
2. By submitting an application, the Applicant certifies that it is not under any agreement or restriction that prohibits or restricts its ability to disclose or submit the materials included in and with the application or otherwise to apply for the Grant.
3. The Applicant hereby grants permission to review, and waives the confidentiality of any confidential tax information concerning the Applicant's tax payment status, licensing status, and business revenue information, so that the Town of Bowling Green Treasurer and Economic Development Department may verify the tax payment status, licensing status, and business revenues of the Applicant.
4. The Applicant hereby acknowledges and agrees as follows:
 - a. Any information (excluding proprietary financial and employee information) submitted by Applicants may be used in the promotion of the Grant program and may be displayed on public webpage(s) showcasing selected businesses.
 - b. All information provided herein is subject to disclosure, including under the Virginia Freedom of Information Act, VA. Code §§2.2-3700, et
 - c. All information and representations set forth by the Applicant in the application are true and accurate in all respects as of the date of the submission of the application. The Applicant acknowledges that the Town of Bowling Green and Economic Development Authority of the Town of Bowling Green will make evaluations and awards of Grant proceeds in reliance on the information provided by the Applicant, and that the information and representations set forth by the Applicant are material to the award of the Grant.
 - d. The Town of Bowling Green and the Economic Development Authority of the Town of Bowling Green have established certain criteria for qualified

TOWN OF BOWLING GREEN ♦ 117 BUTLER STREET ♦ P.O. BOX 468 ♦ BOWLING GREEN, VA 22427

EDACOORDINATOR@TOWNOFBOWLINGGREEN.COM

Applicants and applications, and Applicants and applications that do not satisfy the established criteria shall not be considered. The criteria for qualified Applicants and applications are set out below. Applicant further acknowledges and agrees that the determination of whether an Applicant or application satisfies the criteria for qualified Applicants and applications is solely in the discretion of the Town of Bowling Green and the Economic Development Authority of the Town of Bowling Green. The Applicant acknowledges that all grant award decisions are final and are not subject to appeal.

- e. In the event the Applicant is awarded a Grant, the Applicant will use the Grant proceeds for the following limited purposes only:
 - i. Ongoing expenses of the Applicant, such as payroll, rent, insurance or other operating expenses; and
 - ii. Adaptive costs, such as the purchase of e-commerce equipment/website creation and/or upgrade of an online sales site.

If the Applicant uses the Grant proceeds for another purpose, then upon sixty (60) days' notice by the Town, the Applicant shall return to the Economic Development Authority of the Town of Bowling Green the full amount of the Grant funds awarded to the Applicant.

- f. The Applicant shall report in writing to the Economic Development Authority of the Town of Bowling Green, in a form to be provided by the Town, every six months for the first year on the current status of the Applicant's business, including information on current employees and revenues.
- g. The Applicant shall have a monthly update call with representatives of the Economic Development of the Town of Bowling Green or its authorized representatives.
- h. That Grant recipients will be selected from qualified applications through a lottery process and the preference criteria are set forth below.
 - i. The information and representations in the application may be verified by The Town of Bowling Green and/or Economic Development of the Town of Bowling Green. Verification may occur prior to or after the lottery. If an application contains inaccurate or incomplete information or misrepresentations, the application may be rejected. An application rejected prior to a lottery award will not be placed in the lottery, but the funds are not disbursed, and the Grant will be null

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and void. If an application is rejected after a Grant is awarded by lottery and the funds have been disbursed, then upon sixty (60) days/ notice by the Town, the Applicant shall return the full amount of the Grant funds awarded to the Economic Development of the Town of Bowling Green and the Grant will be null and void.

- 5. In consideration of the time, expertise and other resources provided by The Town of Bowling Green and the Economic Development of the Town of Bowling Green, the Applicant, to the full extent permitted by law, by submitting an application voluntarily releases the Town of Bowling Green and Economic Development of the Town of Bowling Green from any and all claims, actions, damages, costs or liabilities of any kind relating to or arising from or in connection with the awarding, advertising, receipt, and/or use or misuse of any Grant or participation in any Town of Bowling Green CARES Grant related activities.
- 6. The Applicant covenants to save, defend, hold harmless and indemnify the Economic Development of the Town of Bowling Green, the Town and all of its officers, departments, agencies, agent, and employees (Collectively the “Town”) from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney’s fees, charges, liability, or exposure), however caused, resulting from, arising out of, or in any way connected with this application, the Grant, or the use of Grant funds.

Authorized Signature:

I hereby certify that I have read, understand, and agree to, the foregoing terms and conditions, and am authorized to complete and submit the attached application on behalf of the Applicant.

I further certify under oath that the statements contained in the application attached hereto are true, accurate and complete.

I understand, acknowledge, and agree that any false, inaccurate or misleading statements made on the application are grounds for immediate rejection of the application.

Applicant:

Company Name

Signature: _____

Print Name: _____

TOWN OF BOWLING GREEN ♦ 117 BUTLER STREET ♦ P.O. BOX 468 ♦ BOWLING GREEN, VA 22427

EDACOORDINATOR@TOWNOFBOWLINGGREEN.COM

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Title: _____

Email: _____@_____

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TOWN OF BOWLING GREEN TOWN COUNCIL MEETING MONTHLY REPORT / PROJECT UPDATE

AGENDA ITEM: Town Clerk/Treasurer • Acting Town Manager Monthly Report to Council
September 2020

DATE: September 28, 2020

PREPARED BY: Melissa Lewis

MONTHLY REPORT / PROJECT UPDATE:

- Updated Town Website. (contacts, news, meeting schedules, forms, documents)
- Closed out FY20
- Prepared reconciliations for FY20 Audit.
- Continued cash reconciliations.
- Ongoing correspondence with DEQ to discuss Wastewater operations.
- Continuous monitoring of Town Manager email and phone.
- Multiple Personnel Matters
- Negotiated new COVID compliant cleaning contract.
- Process new hire
- Process Short Term Disability Claim
- Research and drafting of Town Manager Recruitment page
- Purchasing of CARES ACT Expenditures
- Consult with Bond Attorney to move towards closing of interim construction financing
- Working on fulfilling Letter of Condition requirements for Water System Project Upgrade.
- Process Insurance Claim for fence damaged by fallen tree
- Reviewed and issued Zoning Permits
- Reviewed and issued Business Licenses.

Meetings/Training attended:

- September Town Council Meeting
- Town Council Work Session
- FUM Meeting Prep with PC Chairman and EDA Coordinator
- Planning Commission Meeting
- 4 Weekly Staff meetings
- Meeting with businesses to discuss zoning matters
- Meeting with Reid Engineering to review PER proposal
- Meeting with Dewberry Engineering for initial on-site assessment of WWTP
- Meeting with USDA Representative to discuss status of various projects and applications.
- Meeting with VDOT and Mayor to discuss sidewalk and cape seal issues.
- Conference call with Town Attorney and residents of 123 S. Main Street

Attachments:

- YTD Revenue/Expense Report
- Delinquent Tax Reports

Heads Up:

Next week we will be preparing Tax bills for a target mailing date of mid-October.

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
FUND #-100 ***GENERAL FUND REVENUE***							
11010	***REAL ESTATE**	141,500.00	141,500.00	2,284.55	2,284.55	139,215.45	98.38
11011	***RT 301 SPECIAL TAX DISTRICT***	34,269.00	34,269.00	.00	.00	34,269.00	100.00
11020	***PUBLIC SERVICE***	4,000.00	4,000.00	.00	.00	4,000.00	100.00
11030	***PERSONAL PROPERTY***	52,500.00	52,500.00	1,145.49	1,145.49	51,354.51	97.81
11060	***PENALTY & INTEREST***	6,000.00	6,000.00	1,520.71	1,520.71	4,479.29	74.65
15010	INTEREST EARNED	5,000.00	5,000.00	.00	.00	5,000.00	100.00
16099	***REFUSE COLLECTION FEES***	89,301.00	89,301.00	15,967.79	15,967.79	73,333.21	82.11
120101	SALES TAX	32,000.00	32,000.00	8,659.40	8,659.40	23,340.60	72.93
120201	CONSUMER UTILITY TAX	30,000.00	30,000.00	9,720.37	9,720.37	20,279.63	67.59
120301	BUSINESS LICENSE	68,000.00	68,000.00	1,719.44	1,719.44	66,280.56	97.47
120501	VEHICLE LICENSE FEES	27,000.00	27,000.00	1,221.00	1,221.00	25,779.00	95.47
120601	BANK STOCK TAX	250,000.00	250,000.00	.00	.00	250,000.00	100.00
121001	TRANSIENT OCCUPANCY TAX	4,500.00	4,500.00	1,295.32	1,295.32	3,204.68	71.21
121101	MEALS TAX	200,000.00	200,000.00	62,778.46	62,778.46	137,221.54	68.61
130306	***PERMITS, FEES AND LICENSES***	3,000.00	3,000.00	2,065.00	2,065.00	935.00	31.16
140101	***FINES AND FORFEITURES***	43,100.00	43,100.00	7,799.79	7,799.79	35,300.21	81.90
150201	***RENTALS***	26,000.00	26,000.00	2,850.00	2,850.00	23,150.00	89.03
189000	** OTHER LOCAL REVENUE **	2,100.00	2,100.00	12,000.00	12,000.00	9,900.00-	471.42-
220108	ROLLING STOCK TAX	.00	.00	2.46	2.46	2.46-	100.00-
220109	VA 599 POLICE FUNDING	24,500.00	24,500.00	6,369.00	6,369.00	18,131.00	74.00
220110	PPTRA REIMBURSEMENT-STATE	21,900.00	21,900.00	21,907.50	21,907.50	7.50-	.03-
220111	COMMUNICATIONS TAX	38,000.00	38,000.00	112,870.60	112,870.60	74,870.60-	197.02-
240407	***GRANTS***	1,034.00	1,034.00	.00	.00	1,034.00	100.00
240412	VIRGINIA FIRE PROGRAMS	10,000.00	10,000.00	.00	.00	10,000.00	100.00
410501	**SAVINGS TRANSFER**	216,775.00	216,775.00	1,885.00	1,885.00	214,890.00	99.13
999999	MISCELLANEOUS	.00	.00	2,461.80	2,461.80	2,461.80-	100.00-
--FUND TOTAL--		1,330,479.00	1,330,479.00	276,523.68	276,523.68	1,053,955.32	79.21
FUND #-300 ** CIP FUND REVENUE **							
15000	** REVENUE FR USE OF MONEY/PROP **	.00	.00	4,821.79	4,821.79	4,821.79-	100.00-
--FUND TOTAL--		.00	.00	4,821.79	4,821.79	4,821.79-	100.00-
FUND #-400 ***EVENTS AND ACTIVITIES FUND***							
19050	HARVEST FESTIVAL	13,000.00	13,000.00	860.00	860.00	12,140.00	93.38
410501	USE OF FUND BALANCE	6,500.00	6,500.00	.00	.00	6,500.00	100.00
--FUND TOTAL--		19,500.00	19,500.00	860.00	860.00	18,640.00	95.58
FUND #-500 ***WATER REVENUE***							
16099	***WATER REVENUE***	2,941,130.00	2,941,130.00	78,377.83	78,377.83	2,862,752.17	97.33
410501	***SAVINGS TRANSFER***	253,986.00	253,986.00	.00	.00	253,986.00	100.00
--FUND TOTAL--		3,195,116.00	3,195,116.00	78,377.83	78,377.83	3,116,738.17	97.54

TOWN OF BOWLING GREEN
REVENUE SUMMARY
7/01/2020 - 9/28/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
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FUND #-520 ** SEWER OPERATIONS **							
16099	SEWER SALES	422,250.00	422,250.00	84,246.69	84,246.69	338,003.31	80.04
410501	USE OF FUND BALANCE SEWER	161,270.00	161,270.00	.00	.00	161,270.00	100.00
	--FUND TOTAL--	<u>583,520.00</u>	<u>583,520.00</u>	<u>84,246.69</u>	<u>84,246.69</u>	<u>499,273.31</u>	<u>85.56</u>
	--FINAL TOTAL--	<u>5,128,615.00</u>	<u>5,128,615.00</u>	<u>444,829.99</u>	<u>444,829.99</u>	<u>4,683,785.01</u>	<u>91.32</u>

TOWN OF BOWLING GREEN
EXPENDITURE SUMMARY
7/01/2020 - 9/28/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
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FUND #-100 ***GENERAL FUND EXPENDITURES***								
12110	**COUNCIL AND ADMINSTRATOR EXPENSES	275,198.00	275,198.00	90,784.72	90,784.72	.00	184,413.28	67.01
12410	***TREASURER'S EXPENSES***	257,176.00	257,176.00	73,507.45	73,507.45	.00	183,668.55	71.41
31100	***POLICE DEPT. EXPENSES***	143,682.00	143,682.00	36,157.55	36,157.55	.00	107,524.45	74.83
31200	***POLICE DEPT RESTRICTED FUNDS***	3,000.00	3,000.00	.00	.00	.00	3,000.00	100.00
32000	***DONATIONS***	12,000.00	12,000.00	.00	.00	.00	12,000.00	100.00
43100	***PUBLIC WORKS***	299,470.00	299,470.00	68,079.68	68,079.68	.00	231,390.32	77.26
410501	***TRANSFERS OUT***	421,256.00	421,256.00	.00	.00	.00	421,256.00	100.00
	--FUND TOTAL--	<u>1,411,782.00</u>	<u>1,411,782.00</u>	<u>268,529.40</u>	<u>268,529.40</u>	<u>.00</u>	<u>1,143,252.60</u>	<u>80.97</u>
FUND #-400 ***EVENTS AND ACTIVITIES***								
71200	EVENTS COORDINATOR	19,950.00	19,950.00	4,617.81	4,617.81	.00	15,332.19	76.85
	--FUND TOTAL--	<u>19,950.00</u>	<u>19,950.00</u>	<u>4,617.81</u>	<u>4,617.81</u>	<u>.00</u>	<u>15,332.19</u>	<u>76.85</u>
FUND #-500 ***WATER EXPENDITURES***								
500100	***WATER OPERATIONS***	453,848.00	453,848.00	80,162.98	80,162.98	.00	373,685.02	82.33
500500	***WATER CIP***	2,700,000.00	2,700,000.00	157,170.50	157,170.50	.00	2,542,829.50	94.17
	--FUND TOTAL--	<u>3,153,848.00</u>	<u>3,153,848.00</u>	<u>237,333.48</u>	<u>237,333.48</u>	<u>.00</u>	<u>2,916,514.52</u>	<u>92.47</u>
FUND #-520 ***SEWER OPERATIONS***								
500100	***SEWER OPERATIONS***	586,537.00	586,537.00	134,022.62	134,022.62	.00	452,514.38	77.15
	--FUND TOTAL--	<u>586,537.00</u>	<u>586,537.00</u>	<u>134,022.62</u>	<u>134,022.62</u>	<u>.00</u>	<u>452,514.38</u>	<u>77.15</u>
	--FINAL TOTAL--	<u>5,172,117.00</u>	<u>5,172,117.00</u>	<u>644,503.31</u>	<u>644,503.31</u>	<u>.00</u>	<u>4,527,613.69</u>	<u>87.53</u>

9/28/2020

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TOWN OF BOWLING GREEN
EXPENDITURE SUMMARY
7/01/2020 - 9/28/2020

PAGE 4

TIME 13:04

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
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	--FINAL TOTAL--	.00	.00	.00	.00	.00	.00	.00

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
PP2004	1	MT	.00	86.64	.00	.00	86.64-	.00	.00	1
	1	PP	.00	48,677.28	922.49	151.02	47,370.11-	.00	1,307.17	947
		HALF TOTALS =	.00	48,763.92	922.49	151.02	47,456.75-	.00	1,307.17	948
	DEPT#	TOTALS =	.00	48,763.92	922.49	151.02	47,456.75-	.00	1,307.17	948
PP2014	1	MT	.00	301.46	14.92	64.28	149.21-	.00	152.25	1
	1	PP	.00	66,544.87	2,510.15	1,596.95	65,068.90-	.00	1,475.97	1079
	1	VL	.00	18,120.00	.00	.00	16,368.95-	.00	1,751.05	733
		HALF TOTALS =	.00	84,966.33	2,525.07	1,661.23	81,587.06-	.00	3,379.27	1813
	DEPT#	TOTALS =	.00	84,966.33	2,525.07	1,661.23	81,587.06-	.00	3,379.27	1813
PP2015	1		.00	.00	.00	.00	.00	.00	.00	1
	1	MC	.00	3,116.51	.00	.00	3,116.51-	.00	.00	13
	1	MT	.00	4.08	.00	.00	.00	.00	4.08	1
	1	PP	.00	59,340.24	2,328.71	1,084.24	58,348.49-	.00	991.75	1101
	1	VL	.00	19,378.00	.00	.00	17,815.19-	.00	1,562.81	789
		HALF TOTALS =	.00	81,838.83	2,328.71	1,084.24	79,280.19-	.00	2,558.64	1905
	DEPT#	TOTALS =	.00	81,838.83	2,328.71	1,084.24	79,280.19-	.00	2,558.64	1905
PP2016	1		.00	.00	.00	.00	.00	.00	.00	1
	1	PP	.00	61,376.65	1,982.62	954.63	59,956.38-	.00	1,420.27	1105
	1	VL	.00	19,771.00	.00	.00	17,920.83-	.00	1,850.17	808
		HALF TOTALS =	.00	81,147.65	1,982.62	954.63	77,877.21-	.00	3,270.44	1914
	DEPT#	TOTALS =	.00	81,147.65	1,982.62	954.63	77,877.21-	.00	3,270.44	1914
PP2017	1	PP	.00	63,757.43	1,970.02	546.11	61,796.18-	.00	1,961.25	1152
	1	VL	.00	20,836.00	.00	.00	18,337.43-	.00	2,498.57	980
		HALF TOTALS =	.00	84,593.43	1,970.02	546.11	80,133.61-	.00	4,459.82	2132
	DEPT#	TOTALS =	.00	84,593.43	1,970.02	546.11	80,133.61-	.00	4,459.82	2132
PP2018	1	MC	.00	6,360.44	.00	.00	6,360.44-	.00	.00	13
	1	PP	.00	72,376.01	1,408.40	428.87	68,090.86-	.00	4,285.15	1214
	1	VL	.00	28,190.00	.00	.00	22,401.54-	.00	5,788.46	1267
		HALF TOTALS =	.00	106,926.45	1,408.40	428.87	96,852.84-	.00	10,073.61	2494
	DEPT#	TOTALS =	.00	106,926.45	1,408.40	428.87	96,852.84-	.00	10,073.61	2494
PP2019	1	PP	.00	74,796.17	615.95	66.89	66,960.39-	.00	7,835.78	1140
	1	VL	.00	25,625.00	.00	.00	17,752.72-	.00	7,872.28	865
		HALF TOTALS =	.00	100,421.17	615.95	66.89	84,713.11-	.00	15,708.06	2005
	DEPT#	TOTALS =	.00	100,421.17	615.95	66.89	84,713.11-	.00	15,708.06	2005
PP		TOTALS =	.00	588,657.78	11,753.26	4,892.99	547,900.77-	.00	40,757.01	13211
COMPANY		TOTALS =	.00	588,657.78	11,753.26	4,892.99	547,900.77-	.00	40,757.01	13211

DEPT ADJUSTMENTS PPTRA CREDIT ADJUSTED TOTAL

DEPT. TOTALS .00 .00 .00

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE2000	1		.00	79,453.25	812.06	960.99	79,453.25-	.00	.00	496
	HALF	TOTALS =	.00	79,453.25	812.06	960.99	79,453.25-	.00	.00	496
	DEPT#	TOTALS =	.00	79,453.25	812.06	960.99	79,453.25-	.00	.00	496
RE2001	1		.00	79,543.65	545.60	696.25	79,543.65-	.00	.00	496
	HALF	TOTALS =	.00	79,543.65	545.60	696.25	79,543.65-	.00	.00	496
	DEPT#	TOTALS =	.00	79,543.65	545.60	696.25	79,543.65-	.00	.00	496
RE2002	1		.00	86,542.49	484.87	716.24	86,542.49-	.00	.00	552
	HALF	TOTALS =	.00	86,542.49	484.87	716.24	86,542.49-	.00	.00	552
	DEPT#	TOTALS =	.00	86,542.49	484.87	716.24	86,542.49-	.00	.00	552
RE2003	1		.00	88,561.24	775.36	1,101.53	88,502.16-	.00	59.08	557
	HALF	TOTALS =	.00	88,561.24	775.36	1,101.53	88,502.16-	.00	59.08	557
	DEPT#	TOTALS =	.00	88,561.24	775.36	1,101.53	88,502.16-	.00	59.08	557
RE2004	1		.00	91,987.36	487.87	775.37	91,945.36-	.00	42.00	552
	HALF	TOTALS =	.00	91,987.36	487.87	775.37	91,945.36-	.00	42.00	552
	DEPT#	TOTALS =	.00	91,987.36	487.87	775.37	91,945.36-	.00	42.00	552
RE2005	1		.00	96,664.99	689.08	1,157.30	96,664.99-	.00	.00	567
	HALF	TOTALS =	.00	96,664.99	689.08	1,157.30	96,664.99-	.00	.00	567
	DEPT#	TOTALS =	.00	96,664.99	689.08	1,157.30	96,664.99-	.00	.00	567
RE2006	1		.00	125,516.70	688.52	1,142.61	125,516.70-	.00	.00	570
	HALF	TOTALS =	.00	125,516.70	688.52	1,142.61	125,516.70-	.00	.00	570
	DEPT#	TOTALS =	.00	125,516.70	688.52	1,142.61	125,516.70-	.00	.00	570
RE2007	1		.00	126,541.00	699.92	1,474.40	126,541.00-	.00	.00	567
	HALF	TOTALS =	.00	126,541.00	699.92	1,474.40	126,541.00-	.00	.00	567
	DEPT#	TOTALS =	.00	126,541.00	699.92	1,474.40	126,541.00-	.00	.00	567
RE2008	1		.00	125,468.45	701.99	1,224.68	125,468.45-	.00	.00	566
	HALF	TOTALS =	.00	125,468.45	701.99	1,224.68	125,468.45-	.00	.00	566
	DEPT#	TOTALS =	.00	125,468.45	701.99	1,224.68	125,468.45-	.00	.00	566
RE2009	1		.00	126,050.40	706.03	942.91	126,050.40-	.00	.00	564
	HALF	TOTALS =	.00	126,050.40	706.03	942.91	126,050.40-	.00	.00	564
	DEPT#	TOTALS =	.00	126,050.40	706.03	942.91	126,050.40-	.00	.00	564
RE2010	1		.00	125,857.17	791.76	1,177.72	125,857.17-	.00	.00	565
	HALF	TOTALS =	.00	125,857.17	791.76	1,177.72	125,857.17-	.00	.00	565
	DEPT#	TOTALS =	.00	125,857.17	791.76	1,177.72	125,857.17-	.00	.00	565

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE2011	1		.00	129,917.30	566.21	803.62	129,917.30-	.00	.00	565
	HALF	TOTALS =	.00	129,917.30	566.21	803.62	129,917.30-	.00	.00	565
	DEPT#	TOTALS =	.00	129,917.30	566.21	803.62	129,917.30-	.00	.00	565
RE2012	1		.00	129,675.27	621.49	1,108.08	129,675.27-	.00	.00	564
	HALF	TOTALS =	.00	129,675.27	621.49	1,108.08	129,675.27-	.00	.00	564
	DEPT#	TOTALS =	.00	129,675.27	621.49	1,108.08	129,675.27-	.00	.00	564
RE2013	1		.00	130,181.32	610.40	934.56	130,181.32-	.00	.00	564
	HALF	TOTALS =	.00	130,181.32	610.40	934.56	130,181.32-	.00	.00	564
	DEPT#	TOTALS =	.00	130,181.32	610.40	934.56	130,181.32-	.00	.00	564
RE2014	1		.00	130,302.86	919.39	1,292.91	130,302.86-	.00	.00	564
	HALF	TOTALS =	.00	130,302.86	919.39	1,292.91	130,302.86-	.00	.00	564
	DEPT#	TOTALS =	.00	130,302.86	919.39	1,292.91	130,302.86-	.00	.00	564
RE2015	1		.00	130,181.89	972.48	1,076.76	130,174.33-	.00	7.56	566
	HALF	TOTALS =	.00	130,181.89	972.48	1,076.76	130,174.33-	.00	7.56	566
	2		.00	.00	.00	.00	.00	.00	.00	1
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	1
	DEPT#	TOTALS =	.00	130,181.89	972.48	1,076.76	130,174.33-	.00	7.56	567
RE2016	1		.00	139,194.08	817.65	938.16	139,054.56-	.00	139.52	563
	HALF	TOTALS =	.00	139,194.08	817.65	938.16	139,054.56-	.00	139.52	563
	DEPT#	TOTALS =	.00	139,194.08	817.65	938.16	139,054.56-	.00	139.52	563
RE2017	1		.00	139,069.07	988.50	651.19	138,927.37-	.00	141.70	567
	HALF	TOTALS =	.00	139,069.07	988.50	651.19	138,927.37-	.00	141.70	567
	DEPT#	TOTALS =	.00	139,069.07	988.50	651.19	138,927.37-	.00	141.70	567
RE2018	1		.00	138,727.77	512.16	311.78	137,381.83-	.00	1,345.94	567
	HALF	TOTALS =	.00	138,727.77	512.16	311.78	137,381.83-	.00	1,345.94	567
	DEPT#	TOTALS =	.00	138,727.77	512.16	311.78	137,381.83-	.00	1,345.94	567
RE2019	1		.00	138,552.54	222.55	43.05	134,694.56-	.00	3,857.98	564
	HALF	TOTALS =	.00	138,552.54	222.55	43.05	134,694.56-	.00	3,857.98	564
	DEPT#	TOTALS =	.00	138,552.54	222.55	43.05	134,694.56-	.00	3,857.98	564
RE		TOTALS =	.00	2,357,988.80	13,613.89	18,530.11	2,352,395.02-	.00	5,593.78	11137
COMPANY		TOTALS =	.00	2,357,988.80	13,613.89	18,530.11	2,352,395.02-	.00	5,593.78	11137

DEPT ADJUSTMENTS PPTRA CREDIT ADJUSTED TOTAL

DEPT. TOTALS .00 .00 .00



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: September 2020 Bills
ITEM TYPE: Consent Agenda
PURPOSE OF ITEM: Decision - By Motion
PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Invoices for items purchased and services rendered in September 2020

ATTACHMENTS:

Check Reports:

- 09/02/2020
- 09/10/2020
- 9/16/2020
- 9/17/2020

REQUESTED ACTION:

Approve invoices.

API100B 9/02/2020 TOWN OF BOWLING GREEN
 TIME-13:46:46

A/P CHECK REGISTER
 Check Date - 9/04/2020

AcctPd - 2020/09

PAGE

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
255337	18	A & M HOME CENTER	000	9/04/2020	716.30	.00
255338	18	A & M HOME CENTER	000	9/04/2020	38.42	.00
255339	1063	ALACRITI PAYMENTS, LLC	000	9/04/2020	40.40	.00
25540	1084	AQUAFIX	000	9/04/2020	1,665.50	.00
25541	1058	DIAMOND SPRINGS	000	9/04/2020	82.81	.00
25542	234	ENVIROCOMPLIANCE LAB INC	000	9/04/2020	1,185.00	.00
25543	234	ENVIROCOMPLIANCE LAB INC	000	9/04/2020	385.00	.00
25544	1076	EXPERT AUTO	000	9/04/2020	557.56	.00
25545	958	HOCKADAY PATRICIA	000	9/04/2020	600.00	.00
25546	1002	VACORP	000	9/04/2020	168.53	.00
25547	19	VERIZON	000	9/04/2020	221.91	.00
25548	256	VERIZON WIRELESS	000	9/04/2020	439.79	.00
25549	44	VUPS	000	9/04/2020	53.55	.00
		CLASS TOTAL			6,154.77	.00
		ACH TOTAL			.00	
		CHECK TOTAL			6,154.77	
		EPY TOTAL			.00	
		FINAL TOTAL			6,154.77	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 6,154.77- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCTL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000018	A & M HOME CENTER	B44140	9/04/2020		4100-043100-7200-	4.99	25537			TOWN HALL EXPENSES	00833 FLEX SPONGE
0000000	000018		B44407	9/04/2020		4100-043100-6007-	249.98	25537			REPAIR/ MAINT TOWN BUILDINGS	00833 ENTRY KEYPAD DEBO
0000000	000018		B44509	9/04/2020		4520-500100-6011-	20.99	25537			UNIFORMS/ SAFETY EQUIPMENT	00833 BOOTS FOR MARCUS
0000000	000018		B44509	9/04/2020		4520-500100-6005-	7.37	25537			JANITORIAL SUPPLIES	00833 FABULOSO
0000000	000018		B44532	9/04/2020		4520-500100-6006-	101.47	25537			SMALL TOOLS	00833 SHOVELS & HOSE
0000000	000018		B44571	9/04/2020		4100-043100-6006-	11.99	25537			HAND TOOLS	00833 BUNGIE ASSORT
0000000	000018		B44641	9/04/2020		4100-043100-6007-	164.98	25537			REPAIR/ MAINT TOWN BUILDINGS	00833 DEADBOLT LOCK
0000000	000018		B44709	9/04/2020		4100-043100-6007-	23.57	25537			REPAIR/ MAINT TOWN BUILDINGS	00833 BLUE TAPE & ROLLER
0000000	000018		B44805	9/04/2020		4100-043100-6007-	8.99	25537			REPAIR/ MAINT TOWN BUILDINGS	00833 LIGHT JO'S OFFICE
0000000	000018		C40454	9/04/2020		4100-043100-6006-	15.99	25537			HAND TOOLS	00833 SCREWDRIVER SET
0000000	000018		C40456	9/04/2020		4100-043100-6007-	105.98	25537			REPAIR/ MAINT TOWN BUILDINGS	00833 ENTRY COMBO
		DISC. TOTAL					716.30				TOTAL	716.30
0000000	000018	A & M HOME CENTER	C40544	9/04/2020		4100-043100-6007-	16.29	25538			REPAIR/ MAINT TOWN BUILDINGS	00833 COMBINATION LOCK
0000000	000018		C40564	9/04/2020		4100-043100-6007-	22.13	25538			REPAIR/ MAINT TOWN BUILDINGS	00833 NO PARKING SIGN, S
		DISC. TOTAL					38.42				TOTAL	38.42
0000000	001063	ALACRITI PAYMENTS, LLC	NKXGN913CGMYSBY	9/04/2020		4100-012410-3130-	40.40	25539			CREDIT CARD AND BANK FEES	00833 CC 2.5%
		DISC. TOTAL					40.40				TOTAL	40.40
0000000	001084	AQUAFIX	33118	9/04/2020		4520-500100-6030-	1,665.50	25540			PLANT & LAB SUPPLIES/CHEMICALS	00833 POAM BUSTER/OMITKEY
		DISC. TOTAL					1,665.50				TOTAL	1,665.50
0000000	001058	DIAMOND SPRINGS	2020-08	9/04/2020		4100-043100-7200-	24.16	25541			TOWN HALL EXPENSES	00833 109 COURTHOUSE LN
0000000	001058		2020-08	9/04/2020		4100-043100-7200-	24.65	25541			TOWN HALL EXPENSES	00833 TH
0000000	001058		2020-08	9/04/2020		4520-500100-5840-	34.00	25541			MISCELLANEOUS	00833 WWTP
		DISC. TOTAL					82.81				TOTAL	82.81
0000000	000234	ENVIROCOMPLIANCE LAB INC	R0748450	9/04/2020		4520-500100-3160-	115.00	25542			TESTING	00833 TESTING
0000000	000234		R0748470	9/04/2020		4520-500100-3160-	115.00	25542			TESTING	00833 TESTING
0000000	000234		R0748512	9/04/2020		4520-500100-3160-	155.00	25542			TESTING	00833 TESTING
0000000	000234		R0848601	9/04/2020		4520-500100-3160-	115.00	25542			TESTING	00833 TESTING
0000000	000234		R0848618	9/04/2020		4520-500100-3160-	80.00	25542			TESTING	00833 TESTING
0000000	000234		R0848658	9/04/2020		4520-500100-3160-	85.00	25542			TESTING	00833 TESTING
0000000	000234		R0848692	9/04/2020		4520-500100-3160-	135.00	25542			TESTING	00833 TESTING
0000000	000234		R0848745	9/04/2020		4520-500100-3160-	115.00	25542			TESTING	00833 TESTING
0000000	000234		R0848765	9/04/2020		4520-500100-3160-	115.00	25542			TESTING	00833 TESTING
		DISC. TOTAL					1,185.00				TOTAL	1,185.00
0000000	000234	ENVIROCOMPLIANCE LAB INC	R0848896	9/04/2020		4520-500100-3160-	115.00	25543			TESTING	00833 TESTING
0000000	000234		R0848922	9/04/2020		4520-500100-3160-	115.00	25543			TESTING	00833 TESTING
0000000	000234		R0848951	9/04/2020		4520-500100-3160-	155.00	25543			TESTING	00833 TESTING
		DISC. TOTAL					385.00				TOTAL	385.00
0000000	001076	EXPERT AUTO	19166	9/04/2020		4100-043100-3311-	185.85	25544			VEHICLE MAINT	00833 01 GMC SHIFTER CAB
0000000	001076		19166	9/04/2020		4500-500100-3311-	185.85	25544			VEHICLE MAINTENANCE	00833 01 GMC SHIFTER CAB
0000000	001076		19166	9/04/2020		4520-500100-3311-	185.86	25544			VEHICLE MAINTENANCE	00833 01 GMC SHIFTER CAB
		DISC. TOTAL					557.56				TOTAL	557.56
0000000	000958	HOCKADAY PATRICIA	20200904	9/04/2020		4400-071200-1230-	600.00	25545			MUSIC ON THE GREEN	00833 MOG 2020-09-11
		DISC. TOTAL					600.00				TOTAL	600.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCEL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMT	BATCH INV. DESCRIPTION
0000000	001002	VACORP	2020-07	9/04/2020		4100-012110-2500-	20.22	25546			DISABILITY INSURANCE - VML
0000000	001002		2020-07	9/04/2020		4100-012410-2500-	37.08	25546			HYBRID DISABILITY INSURANCE
0000000	001002		2020-07	9/04/2020		4100-043100-2500-	23.59	25546			HYBRID DISABILITY INSURANCE
0000000	001002		2020-07	9/04/2020		4500-500100-2500-	11.80	25546			HYBRID DISABILITY INS
0000000	001002		2020-07	9/04/2020		4520-500100-2500-	75.84	25546			HYBRID DISABILITY INS
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL
0000000	000019	VERIZON	2020-09	9/04/2020		4500-500100-5230-	205.34	25547			TELECOMMUNICATIONS
0000000	000019		2020-09	9/04/2020		4500-500100-5230-	16.57	25547			TELECOMMUNICATIONS
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL
0000000	000256	VERIZON WIRELESS	9861130424	9/04/2020		4100-031100-5230-	62.60	25548			TELECOMMUNICATIONS
0000000	000256		9861130424	9/04/2020		4100-043100-5230-	109.87	25548			TELECOMMUNICATIONS
0000000	000256		9861130424	9/04/2020		4100-012110-5230-	47.60	25548			TELECOMMUNICATIONS
0000000	000256		9861130424	9/04/2020		4500-500100-5230-	109.86	25548			TELECOMMUNICATIONS
0000000	000256		9861130424	9/04/2020		4520-500100-5230-	109.86	25548			TELECOMMUNICATIONS
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL
0000000	000044	VUPS	08200455	9/04/2020		4500-500100-5899-	53.55	25549			MISS UTILITY COSTS
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 6,154.77 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25553	944	ATLANTIC BROADBAND /	000	9/11/2020	194.40	.00
25554	114	BOWLING GREEN ELECTRONICS	000	9/11/2020	14,961.00	.00
25555	897	CINTAS CORPORATION	000	9/11/2020	153.65	.00
25556	14	CINTAS OF RICHMOND	000	9/11/2020	805.30	.00
25557	319	DITCH WITCH OF VIRGINIA	000	9/11/2020	6,078.24	.00
25558	10	DOMINION VIRGINIA POWER	000	9/11/2020	5,843.99	.00
25559	1085	ENNIS INC./MAJOR BUSINESS	000	9/11/2020	679.79	.00
25560	1076	EXPERT AUTO	000	9/11/2020	40.83	.00
25561	813	FOLEY HEATHER	000	9/11/2020	1,500.00	.00
25562	28	G & G MILFORD FARM SERV.	000	9/11/2020	69.96	.00
25563	55	GALL'S LLC	000	9/11/2020	34.13	.00
25564	743	LOCAL SERVICES	000	9/11/2020	90.00	.00
25565	320	MORTON'S POWER EQUIPMENT	000	9/11/2020	69.80	.00
25566	1078	REBECCA SULLIVAN ART & DE	000	9/11/2020	100.00	.00
25567	659	SOMETAL PRODUCTS INC	000	9/11/2020	1,048.24	.00
25568	148	THE FREE LANCE STAR	000	9/11/2020	1,032.60	.00
25569	291	USA BLUE BOOK	000	9/11/2020	84.70	.00
25570	76	VA RURAL WATER ASSOC.	000	9/11/2020	350.00	.00
25571	999999	WARNER ALICIA	000	9/11/2020	50.60	.00
25572	12	WASTE MANAGEMENT	000	9/11/2020	8,627.77	.00
25573	1049	WEX BANK	000	9/11/2020	619.32	.00
25574	878	WHITE OAK ELECTRIC	000	9/11/2020	7,086.40	.00
25575	451	XEROX CORPORATION	000	9/11/2020	353.87	.00
		CLASS TOTAL			49,874.59	.00
		ACH TOTAL			.00	
		CHECK TOTAL			49,874.59	
		EPY TOTAL			.00	
		FINAL TOTAL			49,874.59	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 49,874.59- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH	BATCH INV. DESCRIPTION
0000000	000944	ATLANTIC BROADBAND /	2020-09	9/11/2020		4100-012410-5230-	120.20	25553		00834 TH
0000000	000944		2020-09	9/11/2020		4520-500100-5230-	74.20	25553		00834 WMP
		DISC. TOTAL					.00			00834 WMP
		CHECK TOTAL	194.40							194.40
0000000	000114	BOWLING GREEN ELECTRONICS 18484		9/11/2020		4100-012110-6021-	14,961.00	25554		00834 VIRTUAL MEETING EQ
		DISC. TOTAL					.00			
		CHECK TOTAL	14,961.00							14,961.00
0000000	000897	CINTRAS CORPORATION		9/11/2020		4520-500100-6011-	153.65	25555		00834 FIRST AID
		DISC. TOTAL					.00			
		CHECK TOTAL	153.65							153.65
0000000	000014	CINTRAS OF RICHMOND		9/11/2020		4100-043100-6011-	44.47	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4500-500100-6011-	30.69	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4520-500100-6011-	76.31	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4100-043100-6011-	44.47	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4500-500100-6011-	30.69	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4500-500100-6011-	76.31	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4100-043100-6011-	44.47	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4500-500100-6011-	30.69	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4520-500100-6011-	76.31	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4100-043100-6011-	44.47	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4500-500100-6011-	30.74	25556		00834 UNIFORMS
0000000	000014			9/11/2020		4520-500100-6011-	275.62	25556		00834 UNIFORMS
		DISC. TOTAL					.00			
		CHECK TOTAL	805.30							805.30
0000000	000319	DITCH WITCH OF VIRGINIA 0136499-IN		9/11/2020		4520-500100-6006-	6,078.24	25557		00834 UTILITY LOCATING S
		DISC. TOTAL					.00			
		CHECK TOTAL	6,078.24							6,078.24
0000000	000010	DOMINION VIRGINIA POWER		9/11/2020		4100-043100-7200-	482.55	25558		00834 TH
0000000	000010			9/11/2020		4100-043100-7200-	49.53	25558		00834 109 COURTHOUSE LN
0000000	000010			9/11/2020		4100-043100-5110-	39.13	25558		00834 MAIN ST ST LIGHTS
0000000	000010			9/11/2020		4100-043100-5110-	1,644.56	25558		00834 BUT/CHASR STREET L
0000000	000010			9/11/2020		4100-031100-5110-	77.61	25558		00834 PC
0000000	000010			9/11/2020		4500-500100-5110-	112.41	25558		00834 BUTLER GRAND TANK
0000000	000010			9/11/2020		4500-500100-5110-	417.00	25558		00834 BUT/CHASR WATERTOW
0000000	000010			9/11/2020		4500-500100-5110-	628.50	25558		00834 WELLS #5
0000000	000010			9/11/2020		4500-500100-5110-	2,225.47	25558		00834 WMP
0000000	000010			9/11/2020		4520-500100-5110-	77.63	25558		00834 SCHOOOL RD PMP STAT
0000000	000010			9/11/2020		4520-500100-5110-	72.03	25558		00834 CHASR ST PMP STAT
0000000	000010			9/11/2020		4520-500100-5110-	17.57	25558		00834 LACY PMP STAT
		DISC. TOTAL					.00			
		CHECK TOTAL	5,843.99							5,843.99
0000000	001085	EMNIS INC./MAJOR BUSINESS 389815		9/11/2020		4100-031100-3500-	679.79	25559		00834 SIMMONS
		DISC. TOTAL					.00			
		CHECK TOTAL	679.79							679.79
0000000	001076	EXPERT AUTO		9/11/2020		4100-031100-3310-	40.83	25560		00834 2017 FORD OIL CHG
		DISC. TOTAL					.00			
		CHECK TOTAL	40.83							40.83
0000000	000813	FOLEY HEATHER		9/11/2020		4100-012410-3150-	1,500.00	25561		00834 JULY -AUG 2020
		DISC. TOTAL					.00			
		CHECK TOTAL	1,500.00							1,500.00
0000000	000028	G & G MILFORD FARM SERV. 186672		9/11/2020		4520-500100-6007-	54.99	25562		00834 PLASTIC FRYING BBD

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P	ACCR.	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH	BATCH INV. DESCRIPTION
0000000	000028		186886	9/11/2020			4520-500100-6007-	9.98	25562		REPAIR/ MAINTENANCE
0000000	000028		187000	9/11/2020			4100-043100-6006-	4.99	25562		HAND TOOLS
								.00			TOTAL
											00834 PAINT VALVE COVER
											00834 NUTS & BOLTS
											69.96
0000000	000055	GALLI'S LLC	016323546	9/11/2020			4100-031100-6011-	34.13	25563		UNIFORMS
								.00			TOTAL
											00834 NAME BAR HOLDER
											34.13
0000000	000743	LOCAL SERVICES	62274	9/11/2020			4400-071200-1230-	90.00	25564		MUSIC ON THE GREEN
								.00			TOTAL
											00834 FARMERS MARKET
											90.00
0000000	000120	MORTON'S POWER EQUIPMENT	12024214	9/11/2020			4100-043100-6007-	69.80	25565		REPAIR/ MAINT TOWN BUILDINGS
								.00			TOTAL
											00834 LAMMOWER BLADES
											69.80
0000000	001078	REBECCA SULLIVAN ART & DE 004		9/11/2020			4400-071200-1240-	100.00	25566		CLEAN SWEEP
								.00			TOTAL
											00834 CLEAN SWEEP
											100.00
0000000	000659	SOSMETAL PRODUCTS INC	1417343	9/11/2020			4500-500100-6050-	134.18	25567		METER/FIRE HYDRANTS
								137.96	25567		METER/FIRE HYDRANTS
								183.56	25567		PLANT & LAB SUPPLIES/CHEMICALS
								4520-500100-6030-	25567		PLANT & LAB SUPPLIES/CHEMICALS
								4520-500100-6030-	25567		PLANT & LAB SUPPLIES/CHEMICALS
								1417343	25567		PLANT & LAB SUPPLIES/CHEMICALS
								4520-500100-6030-	25567		PLANT & LAB SUPPLIES/CHEMICALS
								17.92	25567		TOTAL
								.00			00834 HNDICAP BLUE PAINT
											00834 WSP & HORNET SPA
											00834 HYZEMES
											00834 HEM CHAIN & CABLE I
											00834 GDM BEAM
											1,048.24
0000000	000148	THE FREE LANCE STAR	2020-08	9/11/2020			4100-012110-3600-	296.60	25568		ADVERTISING
								459.80	25568		ADVERTISING
								276.20	25568		ADVERTISING
								.00			TOTAL
											00834 08/17/2020 PH
											00834 09/03/2020 PH
											00834 BOND ISSUE PH
											1,032.60
0000000	000291	USA BLUE BOOK	340867	9/11/2020			4520-500100-6004-	20.03	25569		LAB SUPPLIES/CHEMICALS
								64.67	25569		LAB SUPPLIES/CHEMICALS
								.00			TOTAL
											00834 500 ML NIST
											00834 HACH BUFFER 7 YELL
											84.70
0000000	000076	VA RURAL WATER ASSOC.	2020-2021	9/11/2020			4500-500100-5810-	350.00	25570		FRES AND DUES
								.00			TOTAL
											00834 MEMBERSHIP DUES
											350.00
0000000	999999	WARNER ALICIA	09222020	9/11/2020			4500-500100-5840-	25.30	25571		MISCELLANEOUS
								25.30	25571		MISCELLANEOUS
								.00			TOTAL
											00834 MILEAGE FOR PLANT
											00834 MILEAGE FOR PLANT
											50.60
0000000	000012	WASTE MANAGEMENT	271742402818	9/11/2020			4520-500100-3320-	90.08	25572		PROFESSIONAL SERVICES
								1,592.16	25572		REFUSE COLLECTION
								778.49	25572		SLUDGE REMOVAL
								6,167.04	25572		REFUSE COLLECTION
								.00			TOTAL
											00834 WWTTP
											00834 DUMPSITER
											00834 SLUDGE
											00834 RESIDENTS
											8,627.77
0000000	001049	WEX BANK	67405462	9/11/2020			4100-031100-6008-	198.38	25573		VEHICLE FUEL/OIL
								140.32	25573		VEHICLE FUEL/ OIL
								4500-500100-6008-	25573		VEHICLE FUEL/OIL
								4520-500100-6008-	25573		VEHICLE FUEL & OIL
								.00			TOTAL
											00834 PC
											00834 PW
											00834 WATER
											00834 SEWER
											619.32

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000878	WHITE OAK ELECTRIC	3082	9/11/2020		4520-500100-6007-	4,375.20	25574			REPAIR/ MAINTENANCE	00834 EFFLUENT FLOW MAST
0000000	000878		3082	9/11/2020		4520-500100-6007-	853.60	25574			REPAIR/ MAINTENANCE	00834 POLYMER LINE
0000000	000878		3082	9/11/2020		4520-500100-6007-	1,857.60	25574			REPAIR/ MAINTENANCE	00834 UV LIGHTS BANK 2
		DISC. TOTAL					.00					7,086.40
0000000	000451	XEROX CORPORATION	011191586	9/11/2020		4100-012410-3310-	353.87	25575			OFFICE EQUIPMENT	00834 2020-08
		DISC. TOTAL					.00					353.87
		CHECK TOTAL					49,874.59					49,874.59
		CHECK TOTAL					49,874.59					49,874.59

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 49,874.59 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

API00B 9/16/2020 TOWN OF BOWLING GREEN
 TIME-16:36:14

A/P CHECK REGISTER
 Check Date - 9/18/2020

ActPd - 2020/09

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25576	41	VISA	000	9/18/2020	1,957.75	.00
25577	41	VISA	000	9/18/2020	845.23	.00
25578	41	VISA	000	9/18/2020	709.23	.00
25579	41	VISA	000	9/18/2020	203.21	.00
CLASS TOTAL					3,715.42	.00
ACH TOTAL					.00	
CHECK TOTAL					3,715.42	
EPY TOTAL					.00	
FINAL TOTAL					3,715.42	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 3,715.42- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCTL.	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
000000	000041	VISA	ED 1 AMAZON 1	9/18/2020		4400-071200-1230-	147.81	25576		MUSIC ON THE GREEN	00835 SOLAR LIGHTS
000000	000041	VISA	PC 1 ANY LAB	9/18/2020		4100-031100-5540-	49.00	25576		EDUCATION/TRAINING	00835 DRUG TEST
000000	000041	VISA	PW 1 AQUAFIX	9/18/2020		4520-500100-3160-	457.60	25576		TESTING	00835 WASTE WATER TESTIN
000000	000041	VISA	PW 2 PERGUSON	9/18/2020		4520-500100-6007-	119.88	25576		REPAIR/ MAINTENANCE	00835 PAINT FOR WMTP
000000	000041	VISA	PW 3 SIGMA	9/18/2020		4100-043100-5540-	200.00	25576		EDUCATION/ TRAINING	00835 OSHA TRAINING
000000	000041	VISA	PW 3 SIGMA	9/18/2020		4500-500100-5540-	100.00	25576		EDUCATION/TRAINING/LICENS	00835 OSHA TRAINING
000000	000041	VISA	PW 3 SIGMA	9/18/2020		4520-500100-5540-	200.00	25576		VEHICLE MAINTENANCE	00835 BILLY'S TRUCK
000000	000041	VISA	PW 4 RIO CAR 2	9/18/2020		4520-500100-3111-	20.00	25576		UNIFORMS/ SAFETY EQUIP	00835 ALCIA'S SHIRTS
000000	000041	VISA	PW 5 ROCKY TOP	9/18/2020		4100-043100-6011-	18.35	25576		UNIFORMS/ SAFETY EQUIP	00835 ALCIA'S SHIRTS
000000	000041	VISA	PW 5 ROCKY TOP	9/18/2020		4500-500100-6011-	18.35	25576		UNIFORMS/ SAFETY EQUIP	00835 ALCIA'S SHIRTS
000000	000041	VISA	PW 6 RIO CAR 1	9/18/2020		4500-500100-3111-	20.00	25576		VEHICLE MAINTENANCE	00835 SHAWN'S TRUCK
000000	000041	VISA	TC 10 LOWES	9/18/2020		4100-043100-6007-	372.66	25576		REPAIR/ MAINT TOWN BUILDINGS	00835 PAINT, CARPET TM O
000000	000041	VISA	TC 11 LOWES	9/18/2020		4100-043100-6007-	215.76	25576		REPAIR/ MAINT TOWN BUILDINGS	00835 LOCKS
		DISC. TOTAL	CHECK TOTAL	1,957.75	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	TOTAL	1,957.75
000000	000041	VISA	TC 12 AMAZON 1	9/18/2020		4100-043100-7110-	67.30	25577		PARKING LOT/STREET/SIDEWALK	00835 BULBS FOR ST LIGHT
000000	000041	VISA	TC 13 THE HOME	9/18/2020		4100-043100-6007-	344.33	25577		REPAIR/ MAINT TOWN BUILDINGS	00835 KEYLESS LOCKS
000000	000041	VISA	TC 14 ADVANCE	9/18/2020		4520-500100-6007-	227.98	25577		REPAIR/ MAINTENANCE	00835 PLANT GENERATOR
000000	000041	VISA	TC 15 THE HOME	9/18/2020		4520-500100-6007-	19.99	25577		REPAIR/ MAINTENANCE	00835 POOL RAKE
000000	000041	VISA	TC 16 DOLLAR GR	9/18/2020		4100-012410-6001-	10.00	25577		OFFICE SUPPLIES & PRINTING	00835 NOTEBOOKS
000000	000041	VISA	TC 17 DOLLAR GR	9/18/2020		4100-012410-5840-	37.07	25577		MISCELLANEOUS	00835 SUPPLIES FOR OFFIC
000000	000041	VISA	TC 18 USPS	9/18/2020		4100-012410-5210-	26.35	25577		POSTAGE	00835 BILLY DEAVERS LEFT
000000	000041	VISA	TC 19 USPS	9/18/2020		4100-012410-5210-	67.50	25577		POSTAGE	00835 PH
000000	000041	VISA	TC 2 USPS 5	9/18/2020		4100-012410-5210-	22.60	25577		POSTAGE	00835 HITT VIOLATION LET
000000	000041	VISA	TC 20 THE HOME	9/18/2020		4520-500100-6007-	22.11	25577		REPAIR/ MAINTENANCE	00835 DIGITAL KITCHEN SC
		DISC. TOTAL	CHECK TOTAL	845.23	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	TOTAL	845.23
000000	000041	VISA	TC 21 USPS	9/18/2020		4100-012410-5210-	26.35	25578		POSTAGE	00835 SEAN JETT'S LETTER
000000	000041	VISA	TC 22 AMAZON	9/18/2020		4520-500100-6001-	289.58	25578		OFFICE SUPPLIES	00835 TIME CLOCK SYSTEM
000000	000041	VISA	TC 23 LOWES	9/18/2020		4100-043100-6007-	97.93	25578		REPAIR/ MAINT TOWN BUILDINGS	00835 CARPET TM OFFIC
000000	000041	VISA	TC 3 ZOOM	9/18/2020		4100-012110-6001-	15.74	25578		OFFICE/MEETING SUPPLIES &	00835 AUG TC MEETING
000000	000041	VISA	TC 4 INDEED	9/18/2020		4520-500100-5540-	83.57	25578		EDUCATION/TRAINING/LICENS	00835 JUDY AD
000000	000041	VISA	TC 6 ADOBE 1	9/18/2020		4100-012410-6001-	50.97	25578		OFFICE SUPPLIES & PRINTING	00835 ADOBE
000000	000041	VISA	TC 7 NEW THORNB	9/18/2020		4520-500100-6008-	25.00	25578		VEHICLE FUEL & OIL	00835 GAS BILLY'S TRUCK
000000	000041	VISA	TC 8 USPS 7	9/18/2020		4100-012410-5210-	52.00	25578		POSTAGE	00835 PH LETTERS
000000	000041	VISA	TC 9 FBDEX	9/18/2020		4520-500100-5210-	88.08	25578		MAILING COSTS	00835 SAMPLES AQUAFIX
000000	000041	VISA	TC1 THE HOME DE	9/18/2020		4520-500100-6007-	19.99-	25578		REPAIR/ MAINTENANCE	00835 RETURN POOL RAKE
		DISC. TOTAL	CHECK TOTAL	709.23	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	TOTAL	709.23
000000	000041	VISA	TM 1 OOMA 16	9/18/2020		4100-012110-5250-	45.49	25579		TELECOMMUNICATIONS	00835 TH
000000	000041	VISA	TM 1 OOMA 16	9/18/2020		4100-012410-5230-	68.23	25579		TELECOMMUNICATIONS	00835 TM
000000	000041	VISA	TM 1 OOMA 16	9/18/2020		4100-031100-5230-	44.97	25579		TELECOMMUNICATIONS	00835 PC
000000	000041	VISA	TM 1 OOMA 16	9/18/2020		4100-043100-5230-	22.26	25579		TELECOMMUNICATIONS	00835 PW
000000	000041	VISA	TM 1 OOMA 16	9/18/2020		4520-500100-5230-	22.26	25579		TELECOMMUNICATIONS	00835 WMTP
		DISC. TOTAL	CHECK TOTAL	203.21	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	TOTAL	203.21
		DISC. TOTAL	CHECK TOTAL	3,715.42	ACH PMT TOTAL	.00	CPA PMT TOTAL	.00	EPY PMT TOTAL	TOTAL	3,715.42

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 3,715.42 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25580	758	BISSOON MARK	000	9/18/2020	150.00	.00
25581	1086	BOWLING GREEN VA COMMUNIT	000	9/18/2020	500.00	.00
25582	679	DAVID L BROOKS HAULING &	000	9/18/2020	2,885.00	.00
25583	919	PRO SHRED SECURITY	000	9/18/2020	45.00	.00
25584	1087	PT ARMOR INC	000	9/18/2020	1,725.80	.00
25585	1030	RED WING SHOES	000	9/18/2020	722.98	.00
25586	659	SOSMETAL PRODUCTS INC	000	9/18/2020	71.50	.00
25587	1002	VACORP	000	9/18/2020	140.57	.00
		CLASS TOTAL			6,240.85	.00
		ACH TOTAL			.00	
		CHECK TOTAL			6,240.85	
		EPY TOTAL			.00	
		FINAL TOTAL			6,240.85	.00

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DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCTL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000758	BISSOON MARK	20200918	9/18/2020		4100-012110-3100-	150.00	25580			CONTINGENCY	00837 FACADE IMPROVEMENT
		DISC. TOTAL					.00	EPY PMT TOTAL				150.00
0000000	001086	BOWLING GREEN VA COMMUNIT	20200918	9/18/2020		4100-012110-5840-	500.00	25581			MISCELLANEOUS	00837 BG COMM HEART & SO
		DISC. TOTAL					.00	EPY PMT TOTAL				500.00
0000000	000679	DAVID L BROOKS HAULING &	23309	9/18/2020		4100-043100-6007-	2,885.00	25582			REPAIR/ MAINT TOWN BUILDINGS	00837 TREE ON FENCE WHTP
		DISC. TOTAL					.00	EPY PMT TOTAL				2,885.00
0000000	000919	PRO SHRED SECURITY	33631	9/18/2020		4100-012110-3140-	45.00	25583			CONTRACTED SERVICES/SHREDDING	00837 2020-09
		DISC. TOTAL					.00	EPY PMT TOTAL				45.00
0000000	001087	PT ARMOR INC	26366	9/18/2020		4100-031100-6010-	1,725.80	25584			EQUIPMENT/SUPPLIES	00837 2 VEST
		DISC. TOTAL					.00	EPY PMT TOTAL				1,725.80
0000000	001030	RED WING SHOES	20200810051817	9/18/2020		4100-043100-6011-	150.00	25585			UNIFORMS/ SAFETY EQUIP	00837 BILLY, KENDRIC, AL
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 BILLY, KENDRIC, AL
0000000	001030		20200810051817	9/18/2020		4520-500100-6011-	150.00	25585			UNIFORMS/ SAFETY EQUIPMENT	00837 BILLY, KENDRIC, AL
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 MAR, BIL, JUST, AL
0000000	001030		20200910051817	9/18/2020		4520-500100-6011-	149.99	25585			UNIFORMS/ SAFETY EQUIPMENT	00837 MAR, BIL, JUST, AL
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 MAR, BIL, JUST, AL
0000000	001030		20200910051817	9/18/2020		4520-500100-6011-	150.00	25585			UNIFORMS/ SAFETY EQUIPMENT	00837 MAR, BIL, JUST, AL
		DISC. TOTAL					.00	EPY PMT TOTAL				722.98
0000000	000659	SOSMETAL PRODUCTS INC	1417599	9/18/2020		4520-500100-6007-	71.50	25586			REPAIR/ MAINTENANCE	00837 PUMP OIL
		DISC. TOTAL					.00	EPY PMT TOTAL				71.50
0000000	001002	VACORP	2020-08	9/18/2020		4100-012110-2500-	16.87	25587			DISABILITY INSURANCE - VML	00837 HYBRID
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 HYBRID
0000000	001002		2020-08	9/18/2020		4100-012410-2500-	30.93	25587			HYBRID DISABILITY INSURANCE	00837 HYBRID
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 HYBRID
0000000	001002		2020-08	9/18/2020		4100-043100-2500-	19.68	25587			HYBRID DISABILITY INSURANCE	00837 HYBRID
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 HYBRID
0000000	001002		2020-08	9/18/2020		4520-500100-2500-	9.84	25587			HYBRID DISABILITY INS	00837 HYBRID
		DISC. TOTAL					.00	EPY PMT TOTAL				00837 HYBRID
0000000	001002		2020-08	9/18/2020		4520-500100-2500-	63.25	25587			HYBRID DISABILITY INS	00837 HYBRID
		DISC. TOTAL					.00	EPY PMT TOTAL				140.57
		CHECK TOTAL					6,240.85				TOTAL	6,240.85
		CHECK TOTAL					6,240.85				TOTAL	6,240.85

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 6,240.85- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE TOWN MANAGER



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: Minutes – June 30, 2020 Special Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the June 30, 2020 Special Town Council Meeting

ATTACHMENTS:

Minutes and approved bills from the 6/30/2020 Special Town Council Meeting

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
SPECIAL TOWN COUNCIL MEETING**

MINUTES

**Tuesday, June 30, 2020
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED

A Special Meeting was called by the Mayor to address a letter from the Chief of Police. The meeting was called to order at 7:00 p.m. and a quorum established.

PRESENT

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

NEW BUSINESS

Motion made by Council Member Davis, Seconded by Vice-Mayor M. Gaines to amend the agenda to include an FY20 Budget Amendment.

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

Motion passed.

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Howard to accept the retirement of Warner David Lipscomb, III effective June 30, 2020; by virtue of David Lipscomb's statement of his resignation effective June 30, 2020, he has accordingly relinquished the position of the Police Chief for the Town of Bowling Green.

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

Motion passed.

In direct response to a question from Council, the Town Attorney stated that the motion was to accept retirement rather than resignation because David Lipscomb had requested it be framed as such.

Motion made by Council Member Davis, Seconded by Council Member Coyle to amend the FY20 budget and appropriate \$7040.00 out of the General Fund Unassigned Fund Balance for the purpose of paying out the Police Chief's accumulated annual leave.

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

Motion passed.

ADJOURNMENT

Motion made by Council Member T. Gaines, Seconded by Vice-Mayor M. Gaines to adjourn the meeting.

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

Motion passed.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Minutes – July 9, 2020 Special Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the July 9, 2020 Special Town Council Meeting

ATTACHMENTS:

Minutes and approved bills from the 7/9/2020 Special Town Council Meeting

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, July 09, 2020
6:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

Special Meeting called by the Mayor for the purpose of considering appointment of an interim Police Chief. The meeting was called to order at 6:05 PM and a quorum established.

PRESENT:

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

ABSENT

Council Member Deborah Howard

NEW BUSINESS:

Consider the appointment of an interim Chief of Police to fill the current vacancy and take all appropriate actions needed.

Closed Meeting - Motion made by Council Member McDearmon, Seconded by Council Member Davis to enter into Closed Meeting pursuant to Code of Virginia Section 2.2-3711(A)(1) for the purpose of discussing the appointment of a Police Chief or interim Police Chief. Voting Yea: Vice-Mayor M. Gaines, Council Member Coyle, Council Member Davis, Council Member T. Gaines, Council Member McDearmon, Council Member Wright.

Motion passed.

Open Meeting - Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to enter into Open Meeting.

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

Mayor Satterwhite.....	Yes	Council Member Davis.....	Yes
Vice-Mayor M. Gaines.....	Yes	Council Member Coyle.....	Yes
Council Member T. Gaines.....	Yes	Council Member Wright.....	Yes
Council Member McDearmon.....	Yes		

Closed Meeting - Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to enter into Closed Meeting pursuant to Code of Virginia Section 2.2-3711(A)(1) for the purpose of hiring a Police Chief or interim Police Chief.

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

Motion passed.

Open Meeting - Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Davis to enter into Open Meeting. *Council Member McDearmon exited during the course of the Closed Meeting.*

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

Mayor Satterwhite.....	Yes	Council Member Davis.....	Yes
Vice-Mayor M. Gaines.....	Yes	Council Member Coyle.....	Yes
Council Member T. Gaines.....	Yes	Council Member Wright.....	Yes

Motion made by Vice-Mayor Gaines, Seconded by Council Member Davis to offer the position of Police Chief to Justin Cecil with a six (6) month contract a the annual salary of \$55,000. Prior to the end of the contract, offer a one (1) year contract provided that his back ground check and driving record are clear.

Voting Yea: Vice-Mayor Gaines, Council Member Coyle, Council Member Davis, Council Member Gaines, Council Member Wright.

Motion passed.

ADJOURNMENT

Meeting adjourned by unanimous vote.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Minutes – July 28, 2020 Town Council Work Session

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the July 28, 2020 Town Council Work Session

ATTACHMENTS:

Minutes and approved bills from the 7/28/2020 Town Council Work Session

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
TOWN COUNCIL WORK SESSION**

MINUTES

**Tuesday, July 28, 2020
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

Vice Mayor Gaines called the work session to order and established a quorum was present.

PRESENT

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

ABSENT

Mayor Jason Satterwhite

BUSINESS:

CARES Act Funds - All discussion was related to the expenditure of Coronavirus Aid, Relief, and Economic Security (CARES) Act funds received as a pass through from Caroline County. Staff presented their proposals for expenditure of the funds to include:

Audio and visual technology upgrade to better accommodate virtual meetings.

Small business voucher program

Small business assistance grant program

Sanitation stations in all public areas to include the playground.

Securing a contract for CDC compliant cleaning of public buildings.

Bi-polar ionization air purification

Personal Protective Equipment (PPE) for staff and the public.

Town Manager letter of retirement - Mr. Peck distributed his letter of retirement to Council informing them that he would be retiring in December.

ADJOURNMENT

Motion made by Council Member McDearmon, Seconded by Council Member Davis to adjourn the meeting.

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



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: Minutes – August 6, 2020 Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the August 6, 2020 Town Council Meeting

ATTACHMENTS:

Minutes and approved bills from the August 6, 2020 Town Council Meeting

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, August 06, 2020
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

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

PRESENT

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

PUBLIC HEARINGS:

O-2020-003 Proposed Text Amendment to B-1 Special Uses - The Mayor read the public notice published in the Free Lance Star newspaper on July 21st and 28th. He noted that O-2020-003 was a proposed text amendment to the B-1 Special Uses that would add verbiage to expand possible special uses to include business type activities similar in nature to automotive repair, which is already a listed Special Use. The Planning Commission held its Public Hearing on the matter on July 20th. They recommend approval of the proposed text amendment. The Mayor opened the public hearing and called for comment from the public.

Tim and Melissa Lewis, 133 Courthouse Lane - Ms. Lewis stated that she had submitted the proposed text amendment because she and her husband owned commercial property at 133 Courthouse Lane that is zoned B-1. She explained that various B-1 properties in Town could benefit from the expanded uses as proposed in the text amendment. The wording allowed businesses similar in nature and impact to automotive repair facilities to apply for Special Use Permits to conduct business at properties zoned B-1.

Jeff Voit, Planning Commission Chairman - Chairman Voit explained that the Planning Commission was in favor of approval of the text amendment because the it would still require an applicant seeking a Special Use Permit to come before the Planning Commission and Town Council for Public Hearings, at which time conditions could be placed on the business.

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Coyle.

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

Motion passed.

DELEGATIONS:

Community Heart and Soul - Sam Frye, representative - Mr. Frye gave Council an update on the efforts of Community Heart and Soul and how the Town's donation to the organization was being spent. He noted that the group had also received another donation and that with the two donations CH&S was working on plans for a community garden and public benches through out Town. Mr. Frye presented the groups garden proposal and asked that Council consider allowing CH&S to utilize the field behind the playground for the community garden. He said that he would come back at a future date for a response to his request to give Council time to make its decision.

PUBLIC COMMENTS:

David Lipscomb, retired Police Chief - Mr. Lipscomb asked Council for an update to his request to be issued a retired Police Chief ID and made a new request to purchase his service weapon for \$1. The Town Attorney stated she would research the requirements of state code and get back to him.

AGENDA AMENDMENT:

The Mayor noted that he had a request form Council to amend the agenda to include a closed session.

Motion made by Council Member McDearmon, Seconded by Council Member Davis to amend the agenda to include closed session.

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

Motion passed.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were presented to Council:

Bowling Green Police Dept. Monthly Report to Council for July 2020

Public Works and Utilities Dept. Monthly Report to Council for July 2020

Events & Economic Dev. Coordinator Monthly Report to Council for July 2020

Town Clerk/Treasurer's Monthly Report to Council for July

Town Manager's Monthly Report to Council for July 2020

The Mayor welcomed newly appointed Police Chief Justin Cecil. Chief Cecil thanked Council for the opportunity to serve as Chief of Police.

CONSENT AGENDA:

The following items were presented to Council:

July 2020 Bills (attached to theses minutes)

Minutes – June 4, 2020 Town Council Meeting

Minutes – June 25, 2020 Town Council Meeting

Schedule Public Hearing for ZP-2020-020 – Application for Special Use in B-1 Zoning District.

Motion made by Council Member McDearmon, Seconded by Council Member Wright to approve the Consent Agenda as presented.

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

Motion passed.

UNFINISHED BUSINESS:

Bond Resolution - The Mayor noted that a Public Hearing on this matter had been held on June 4, 2020 but action was delayed until the Town had received final approval of financing from the bank.

Motion made by Vice-Mayor Gaines, Seconded by Council Member Howard to adopt R-2020-00X - a Resolution authorizing the issuance of Bonds in an aggregate amount not to exceed \$5,693,000 and a note in anticipation of the bond, and providing for the form, details and payment of the note and authorizing certain related documents and actions.

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

Motion passed.

CARES Act Funding Update - The Town Clerk/Treasurer updated Council on the spending plan of the CARES Act funds allocated by Caroline County as determined at Council's July 28th work session.

NEW BUSINESS:

Town Manager Recruitment - Council reviewed the recruitment information provided by the current Town Manager.

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Howard to accept Town Manager Reese Peck's retirement effective December 1, 2020.

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

Motion passed.

CLOSED SESSION:

Motion made by Council Member McDearmon, Seconded by Council Member Davis to enter into Closed Meeting pursuant to Code of Virginia Section 2.2-3711(A)(1) for the purpose of discussing the performance of the Town Manager.

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

Motion passed.

RECONVENE IN OPEN SESSION:

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member McDearmon to reconvene in Open 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. Motion passed.

CERTIFICATION:

Council certified that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act 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.

Mayor Satterwhite.....Yes Council Member McDearmon.....Yes
Council Member Wright.....Yes Council Member Davis.....Yes
Council Member M. Gaines.....Yes Council Member Coyle.....Yes
Council Member Howard.....Yes Council Member T. Gaines.....Yes

Motion made by Council Member McDearmon, Seconded by Council Member Wright to place the Town Manager on paid administrative leave until December 1, 2020.

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

Abstaining: Council Member T. Gaines due to lack of information given on the matter.

Mayor Satterwhite commended Mr. Peck for all he had accomplished during his tenure as Town Manager.

Motion made by Council Member McDearmon, Seconded by Council Member Davis to appoint Town Clerk/Treasurer Melissa Lewis as acting Town Manager and give her the same authority as the Town Manager.

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

Motion passed.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Vice Mayor M. Gaines - had no comments.

Council member T. Gaines – had no comment.

Council member Howard - had no comment.

Council member Davis – said that the EDA had met.

Council member Coyle – said that the Planning Commission had a productive meeting and is continuing to work on the future use map.

Council member Wright - had no comment.

Council member McDearmon - said that the EDA had met and discussed future development on the Rt. 301 corridor.

ADJOURNMENT

Council unanimously voted to adjourn the meeting.

API00B 7/21/2020 TOWN OF BOWLING GREEN
 TIME-12:10:02

A/P CHECK REGISTER
 Check Date - 7/21/2020

AcPRd - 2020/07

PAGE

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25400	18	A & M HOME CENTER	000	7/21/2020	139.51	.00
25401	18	A & M HOME CENTER	000	7/21/2020	4.49	.00
25402	865	CASH	000	7/21/2020	80.72	.00
25403	14	CINTAS OF RICHMOND	000	7/21/2020	659.92	.00
25404	1058	DIAMOND SPRINGS	000	7/21/2020	20.95	.00
25405	341	DOMINION CHEMICAL CO	000	7/21/2020	384.75	.00
25406	10	DOMINION VIRGINIA POWER	000	7/21/2020	6,087.55	.00
25407	234	ENVIROCOMPLIANCE LAB INC	000	7/21/2020	1,175.00	.00
25408	28	G & G MILFORD FARM SERV.	000	7/21/2020	583.18	.00
25409	683	LADYSMITH HEATING AND	000	7/21/2020	509.00	.00
25410	1046	SKYLINE WINDOWS	000	7/21/2020	4,532.45	.00
25411	918	STAPLES ADVANTAGE	000	7/21/2020	351.74	.00
25412	148	THE FREE LANCE STAR	000	7/21/2020	481.00	.00
25413	1002	VACORP	000	7/21/2020	187.92	.00
25414	256	VERIZON WIRELESS	000	7/21/2020	432.55	.00
25415	44	VUPS	000	7/21/2020	42.00	.00
25416	12	WASTE MANAGEMENT	000	7/21/2020	8,199.54	.00
25417	1049	WEX BANK	000	7/21/2020	798.75	.00
25418	878	WHITE OAK ELECTRIC	000	7/21/2020	5,705.60	.00
25419	451	XEROX CORPORATION	000	7/21/2020	300.96	.00
		CLASS TOTAL			30,677.58	.00
		ACH TOTAL			.00	
		CHECK TOTAL			30,677.58	
		EPY TOTAL			.00	
		FINAL TOTAL			30,677.58	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 30,677.58- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

API100B 7/23/2020 TOWN OF BOWLING GREEN
 TIME-15:21:56

A/P CHECK REGISTER
 Check Date - 7/24/2020

ACLPd - 2020/07

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25420	944	ATLANTIC BROADBAND /	000	7/24/2020	244.40	.00
25421	201	BAI TREASURERS' USER	000	7/24/2020	350.00	.00
25422	1033	BOBCAT OF RICHMOND	000	7/24/2020	7,200.00	.00
25423	897	CINTAS CORPORATION	000	7/24/2020	63.22	.00
25424	1081	IWORO	000	7/24/2020	11,000.00	.00
25425	743	LOCAL SERVICES	000	7/24/2020	90.00	.00
25426	919	PRO SHRED SECURITY	000	7/24/2020	45.00	.00
25427	321	PROFESSIONAL LOCK	000	7/24/2020	761.00	.00
25428	77	VAMWA	000	7/24/2020	220.74	.00
25429	19	VERIZON	000	7/24/2020	737.00	.00
25430	61	VML	000	7/24/2020	26,694.00	.00
25431	728	VRSA INSURANCE	000	7/24/2020	47,630.36	.00
ACH TOTAL					.00	
CHECK TOTAL					47,630.36	
EPY TOTAL					.00	
FINAL TOTAL					47,630.36	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 47,630.36- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

TIME-14:20:32
 CHECK# 25432
 25433

VEND# 679
 11
 CLASS 000
 000
 DATE 7/28/2020
 7/28/2020
 AMOUNT 9,324.00
 657.58
 9,981.58
 DISCOUNT .00
 .00
 .00

VENDOR DAVI D L BROOKS HAULING &
 RAPPAHANNOCK ELEC COOP
 CLASS TOTAL
 ACH TOTAL
 CHECK TOTAL
 EPY TOTAL
 FINAL TOTAL

9,981.58
 9,981.58
 .00
 9,981.58
 .00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 9,981.58- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25434	600	BENNETT DEBORAH T	000	7/31/2020	350.00	.00
25435	1080	DAVIS ADRIENNE HUDSON	000	7/31/2020	600.00	.00
25436	1052	ENCO UTILITY SERVICES FLO	000	7/31/2020	534.04	.00
25437	237	GRAINGER	000	7/31/2020	73.92	.00
25438	179	LUCK STONE CORPORATION	000	7/31/2020	496.62	.00
25439	48	MID-ATLANTIC LAB	000	7/31/2020	5,061.00	.00
25440	1015	RED BUD SUPPLY INC	000	7/31/2020	115.69	.00
25441	659	SOSMETAL PRODUCTS INC	000	7/31/2020	618.83	.00
25442	918	STAPLES ADVANTAGE	000	7/31/2020	601.60	.00
25443	291	USA BLUE BOOK	000	7/31/2020	446.75	.00
25444	16	VA DEPT OF HEALTH	000	7/31/2020	2,480.95	.00
25445	12	WASTE MANAGEMENT	000	7/31/2020	87.10	.00
		CLASS TOTAL			11,466.50	.00
		ACH TOTAL			.00	
		CHECK TOTAL			11,466.50	
		EPY TOTAL			.00	
		FINAL TOTAL			11,466.50	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 11,466.50- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: Minutes - September 3, 2020 Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the September 3, 2020 Town Council Meeting

ATTACHMENTS:

Minutes and approved bills from the September 3, 2020 Town Council Meeting

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, September 03, 2020
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

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

PRESENT

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

The Mayor amended the agenda to include discussion of exploring changing the number of members on Town Council from 7 members to 5; this was added under New Business on the agenda as item 13B.

Council Member McDearmon asked to add discussion of addressing pavement issues with VDOT; this was added under New Business on the agenda as item 13C.

The Mayor introduced the new Director of Public Works and Utilities, Josh Irby, and welcomed him to the Town.

The Mayor acknowledged staff's continued efforts and hard work during the COVID Pandemic and the transition of personnel within the departments.

PUBLIC HEARINGS:

ZP-2020-020 – Application for Special Use in B-1 Zoning District - The Mayor read the public notice published in the Free-Lance Star newspaper on August 20th and August 27th. He opened the Public Hearing and invited the public to speak on the matter. There were no comments from the audience. The Mayor read a comment he received prior to the meeting:

Charles Cushing, 115 Davis Court - Is in support of approval of the proposed Special Use Permit at 133 Courthouse Lane.

Mayor invited the applicant to speak:

Joe Hawkins, applicant- Mr. Hawkins gave a brief description of his business operation. He noted he had been in business for twenty years and intended on employing twelve people.

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member McDearmon to approve ZP-2020-020 Application for Special Use in B-1 Zoning District at 133 Courthouse Lane with the condition that the permit will be reviewed after its first year.

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

Motion Passed.

Final Authorization for Issuance of Revenue Bond - The Mayor read the public notice published in the Free-Lance Star newspaper on August 21st and August 28th. He opened the Public Hearing and invited the public to speak on the matter. There were no comments from the audience. He called for comments a second and third time, hearing none he closed the public hearing.

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Howard to adopt R-2020-005 - Resolution giving final authorization for the issuance of bonds in an aggregate amount not to exceed \$5,693,000.

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

Motion passed.

DELEGATIONS:

Fran Bradley and Sean Brushett – Atlantic Broadband - Representatives from Atlantic Broadband were present, both in person and virtually, to address concerns about high speed internet and connectivity issues in Town.

PUBLIC COMMENTS:

There were no public comments.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were presented:

- Police Chief's Monthly Report to Council August 2020
- Economic Development and Events Coordinator's Monthly Report to Council August 2020
- Town Clerk/Treasurer's - Acting Town Manager - Public Works and Utilities Monthly Report to Council August 2020

CONSENT AGENDA:

Upon council consensus, each item was pulled to be acted upon individually.

August 2020 Bills

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member Howard to approve the August 2020 Bills (attached to these minutes).

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

Motion Passed.

R-2020-004 – VDOT Smart Scale Resolution

Motion made by Council Member T. Gaines, Seconded by Council Member Howard to adopt R-2020-004 - Smart Scale Resolution.

Council discussed the scope of the VDOT Smart Scale Application.

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

Motion Passed.

R-2020-006 – VDOT Open Cut Permit Land Use Resolution

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to adopt R-2020-006 - VDOT Land Use Permit.

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

Motion Passed.

R-2020-007 – Resolution of Governing Body – Resolution authorizing Town Manager, Acting Town Manager or Mayor to execute documents relating to application for a SEARCH Grant to Fund a Preliminary Engineering Report and Environmental Report for Wastewater Treatment Plant Upgrades.

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member McDearmon to adopt R-2020-007 Resolution of Governing Body Search Grant.

Council discussed the scope of the Search Grant.

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

Motion Passed.

UNFINISHED BUSINESS:

Consideration of EDA Appointment

Motion made by Council Member McDearmon, Seconded by Council Member Davis to appoint Jason Manns to the Economic Development Authority with a term commencing immediately and ending on October 31, 2022.

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

Motion Passed.

Town Manager Recruitment

Motion made by Council Member McDearmon, Seconded by Vice-Mayor Gaines to a schedule a work session on September 10th for the purpose of discussing the Town Manager Recruitment Plan.

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

Motion Passed.

Community Garden - Action requested from Town Council to approve use of property at the Town of Bowling Playground. Vice Mayor M. Gaines requested to be revisited after further information is provided. Vice Mayor M. Gaines will contact someone with Community Heart and Soul and request to present at future meeting.

No action taken.

NEW BUSINESS:

Request for Site Plan Waiver

Motion made by Council Member Howard, Seconded by Council Member T. Gaines to waive site plan requirements for ZP-2020-024 - Application by Emily Schantz to place semi-permanent structure for the purpose of conducting business on vacant lot on Chase Street.

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

Motion Passed.

Decreasing number of Town Council from seven members to five members - The Town Attorney advised Council that the proposal must go before the General Assembly.

Motion made by Council Member McDearmon, Seconded by Council Member Howard to direct staff to take the necessary steps to initiate changing composition of Town Council from seven members to five members.

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

Motion passed.

VDOT issues - Council Member McDearmon brought forth complaints from the community regarding the recently cape sealed roads in Bowling Green. Mayor Jason Satterwhite directed staff schedule a meeting with VDOT to discuss multiple issues and a resolution to the problems.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Council Member McDearmon - Stated the EDA met, Jean Davis and Jo Elsa Jordan were in attendance. Meeting was very productive and informative. They discussed future growth and development in the Town. Council Member McDearmon recommended that due to the upcoming growth, Council Members should take a good look at the infrastructure of the sewer plant and plan ahead to accommodate future growth.

Council Member Wright - Had no comment.

Council Member Howard - Stated the Personnel Committee met with Melissa Lewis to discuss current personnel issues.

Council Member T. Gaines - Stated the Utilities, Streets, Sidewalks, and Facilities Committee met with Dan Webb with Webb Engineering. The field work for the water lines and hydrants was almost complete. Public Works will continue to help with the project. Technical specs for water meter replacements have been completed and the first phase of the project will be ready to go out to bid in the near future.

Council Member Davis - Stated EDA did met and had a good meeting.

Council Member Coyle - Reiterated what Council Member McDearmon stated regarding future growth. Also discussed was the Future Use Map and the importance of having the public involved in the upcoming meeting.

Vice Mayor M. Gaines - Had no comment.

INFORMATIONAL ITEMS:

Invitation for Public Comment on Proposed Future Use Map - Future Use Map meeting invitation was presented to Council for informational purposes.

CLOSED SESSION:

Motion to enter into Closed Meeting pursuant to VA. Code § 2.2-3711(a)(8) for consultation with legal counsel regarding the requirements of VA Code §§ 18.2-308.016 & 59.1-148.3.

Motion made by Vice-Mayor M.Gaines, Seconded by Council Member Howard to enter into Closed Meeting pursuant to VA Code § 2.2-3711(a)(8) for consultation with legal counsel regarding the requirements of VA Code §§ 18.2-308.016 & 59.1-148.3 and to discuss the performance and salary of the Town Manager pursuant to VA Code § 2.2-3711(a)(1)

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

RECONVENE IN OPEN SESSION

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to reconvene in Open Meeting.

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

CERTIFICATION:

Council certified that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act 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.

Mayor Satterwhite.....	Yes	Council Member Davis.....	Yes
Council Member M. Gaines.....	Yes	Council Member Coyle.....	Yes
Council Member Howard.....	Yes	Council Member T. Gaines.....	Yes
Council Member McDearmon.....	Yes	Council Member Wright.....	Yes

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to raise the salary of the interim Town Manager beginning August 6, 2020 and remaining in effect until another Town Manager is appointed to \$78,153.

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

ADJOURNMENT

Motion made by Vice-Mayor M. Gaines, Seconded by Council Member T. Gaines to adjourn meeting.

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

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
254447	18	A & M HOME CENTER	000	8/07/2020	205.93	.00
254448	18	A & M HOME CENTER	000	8/07/2020	183.47	.00
254449	1063	ALACRITI PAYMENTS, LLC	000	8/07/2020	86.91	.00
25450	897	CINTAS CORPORATION	000	8/07/2020	77.97	.00
25451	1058	DIAMOND SPRINGS	000	8/07/2020	99.71	.00
25452	234	ENVIROCOMPLIANCE LAB INC	000	8/07/2020	1,290.00	.00
25453	234	ENVIROCOMPLIANCE LAB INC	000	8/07/2020	270.00	.00
25454	805	FRENCH BILL	000	8/07/2020	600.00	.00
25455	28	G & G MILFORD FARM SERV.	000	8/07/2020	334.09	.00
25456	546	JOHNSON'S EXTERMINATING	000	8/07/2020	914.00	.00
25457	683	LADYSMITH HEATING AND	000	8/07/2020	354.00	.00
25458	987	MINCZ TIRE SERVICE	000	8/07/2020	90.00	.00
25459	291	USA BLUE BOOK	000	8/07/2020	107.09	.00
25460	19	VERIZON	000	8/07/2020	221.91	.00
25461	256	VERIZON WIRELESS	000	8/07/2020	400.90	.00
25462	44	VUPS	000	8/07/2020	43.05	.00
25463	12	WASTE MANAGEMENT	000	8/07/2020	7,665.43	.00
		CLASS TOTAL			12,944.46	.00
		ACH TOTAL			.00	
		CHECK TOTAL			12,944.46	
		EPY TOTAL			.00	
		FINAL TOTAL			12,944.46	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 12,944.46- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____

TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25467	944	ATLANTIC BROADBAND /	000	8/14/2020	199.65	.00
25468	897	CINTAS CORPORATION	000	8/14/2020	139.06	.00
25469	14	CINTAS OF RICHMOND	000	8/14/2020	757.35	.00
25470	999999	COYLE VALARIE	000	8/14/2020	35.00	.00
25471	10	DOMINION VIRGINIA POWER	000	8/14/2020	5,916.82	.00
25472	648	ERARD ANDREA G	000	8/14/2020	3,334.00	.00
25473	1076	EXPERT AUTO	000	8/14/2020	1,113.87	.00
25474	924	GODLEY CALLIS	000	8/14/2020	600.00	.00
25475	514	K L LANGFORD EXCAVATING	000	8/14/2020	1,050.00	.00
25476	743	LOCAL SERVICES	000	8/14/2020	90.00	.00
25477	148	THE FREE LANCE STAR	000	8/14/2020	379.00	.00
25478	700	TREASURER OF VIRGINIA	000	8/14/2020	42.00	.00
25479	574	UV DOCTOR LAMPS LLC	000	8/14/2020	1,436.69	.00
25480	228	VIRGINIA DEPARTMENT OF	000	8/14/2020	100.00	.00
25481	1082	VIRGINIA STATE POLICE	000	8/14/2020	20.00	.00
25482	893	W W WEBB & ASSOC PLLC	000	8/14/2020	157,170.50	.00
25483	999999	WARNER ALICIA	000	8/14/2020	82.92	.00
25484	12	WASTE MANAGEMENT	000	8/14/2020	2,731.60	.00
25485	1049	WEX BANK	000	8/14/2020	803.27	.00
25486	451	XEROX CORPORATION	000	8/14/2020	230.53	.00
		CLASS TOTAL			176,232.26	.00
		ACH TOTAL			.00	
		CHECK TOTAL			176,232.26	
		EPY TOTAL			.00	
		FINAL TOTAL			176,232.26	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 176,232.26- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

API00B 8/20/2020 TOWN OF BOWLING GREEN
 TIME-15:33:49

A/P CHECK REGISTER
 Check Date - 8/21/2020

ActPd - 2020/08

PAGE 1

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25487	1020	CONSOLIDATED PIPE & SUP	000	8/21/2020	271.10	.00
25488	998	COPY CAT	000	8/21/2020	268.50	.00
25489	679	DAVID L BROOKS HAULING &	000	8/21/2020	15,798.67	.00
25490	956	DAVIS BRADLEY	000	8/21/2020	600.00	.00
25491	341	DOMINION CHEMICAL CO	000	8/21/2020	438.50	.00
25492	125	E M GRAY & SON	000	8/21/2020	211.39	.00
25493	48	MID-ATLANTIC LAB	000	8/21/2020	60.00	.00
25494	919	PRO SHRED SECURITY	000	8/21/2020	250.00	.00
25495	999999	UTAH HAROLDYNN	000	8/21/2020	669.01	.00
25496	11	RAPPAHANNOCK ELEC COOP	000	8/21/2020	255.93	.00
25497	291	USA BLUE BOOK	000	8/21/2020	18,868.10	.00

ACH TOTAL .00
 CHECK TOTAL 18,868.10
 EPY TOTAL .00
 FINAL TOTAL 18,868.10

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 18,868.10 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	CLS NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE
0000000	000041	VISA	TM 1 OOMA 15	000	8/14/2020	4100-012110-5250-	45.49	208	8/14/2020
0000000	000041	VISA	TM 1 OOMA 15	000	8/14/2020	4100-012410-5230-	68.23	208	8/14/2020
0000000	000041	VISA	TM 1 OOMA 15	000	8/14/2020	4100-031100-5230-	44.97	208	8/14/2020
0000000	000041	VISA	TM 1 OOMA 15	000	8/14/2020	4100-043100-5230-	22.26	208	8/14/2020
0000000	000041	VISA	TC 1 SERVOPRO	000	8/14/2020	4100-012110-6021-	132.00	208	8/14/2020
0000000	000041	VISA	TC 2 ZOOM	000	8/14/2020	4100-012110-6001-	15.74	208	8/14/2020
0000000	000041	VISA	TC 3 ADOBE 2	000	8/14/2020	4100-012410-6001-	50.97	208	8/14/2020
0000000	000041	VISA	TC 4 PLANTERSUN	000	8/14/2020	4100-043100-7110-	24.87	208	8/14/2020
0000000	000041	VISA	TC 6 INDEED	000	8/14/2020	4100-012110-3600-	25.44	208	8/14/2020
0000000	000041	VISA	TC 7 VISTA	000	8/14/2020	4100-031100-6001-	30.53	208	8/14/2020
0000000	000041	VISA	PW 2 ROCKYTOP	000	8/14/2020	4100-043100-6011-	27.92	208	8/14/2020
0000000	000041	VISA	PW 3 FOOD LION8	000	8/14/2020	4100-043100-5840-	9.08	208	8/14/2020
0000000	000041	VISA	PW 11 FOOD LIO3	000	8/14/2020	4100-043100-5840-	9.56	208	8/14/2020
0000000	000041	VISA	PW 13 RIO CAR W	000	8/14/2020	4100-043100-3311-	20.00	208	8/14/2020
0000000	000041	VISA	ED 1 WAGON WHEE	000	8/14/2020	4400-071200-1230-	85.00	208	8/14/2020
0000000	000041	VISA	TC 5 USPS 10	000	8/14/2020	4500-500100-5210-	7.75	208	8/14/2020
0000000	000041	VISA	PW 1 CCM HOME H	000	8/14/2020	4500-500100-5840-	1.95-	208	8/14/2020
0000000	000041	VISA	PW 2 ROCKYTOP	000	8/14/2020	4500-500100-6011-	27.92	208	8/14/2020
0000000	000041	VISA	PW 3 FOOD LION8	000	8/14/2020	4500-500100-5840-	9.08	208	8/14/2020
0000000	000041	VISA	PW 4 RIO CAR 1	000	8/14/2020	4500-500100-3311-	10.00	208	8/14/2020
0000000	000041	VISA	PW 5 TARGET	000	8/14/2020	4500-500100-6001-	43.16	208	8/14/2020
0000000	000041	VISA	PW 5 TARGET	000	8/14/2020	4500-500100-5840-	7.10	208	8/14/2020
0000000	000041	VISA	PW 11 FOOD LIO3	000	8/14/2020	4500-500100-5840-	9.56	208	8/14/2020

727.68-

AP051 8/18/2020 TOWN OF BOWLING GREEN

MANUAL AP CHECK REGISTER FOR-001/4520
ACCOUNTING PERIOD - 2020/08

BATCH#- 829 PAGE

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	CLS NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	CHECK DATE
00000000	0000041	VISA	TM 1 OOMA 15	000	8/14/2020	4520-500100-5230-	22.26	208	8/14/2020
00000000	0000041	VISA	PW 2 ROCKYTOP	000	8/14/2020	4520-500100-6011-	27.92	208	8/14/2020
00000000	0000041	VISA	PW 3 FOOD LION8	000	8/14/2020	4520-500100-5840-	9.08	208	8/14/2020
00000000	0000041	VISA	PW 4 RIO CAR 1	000	8/14/2020	4520-500100-3311-	10.00	208	8/14/2020
00000000	0000041	VISA	PW 6 LUXURY	000	8/14/2020	4520-500100-6004-	89.98	208	8/14/2020
00000000	0000041	VISA	PW 7 ROMA	000	8/14/2020	4520-500100-5840-	22.10	208	8/14/2020
00000000	0000041	VISA	PW 8 WISP HOTEL	000	8/14/2020	4520-500100-5840-	114.39	208	8/14/2020
00000000	0000041	VISA	PW 9 SSC CULPEP	000	8/14/2020	4520-500100-5840-	9.00	208	8/14/2020
00000000	0000041	VISA	PW 10 SHEETZ	000	8/14/2020	4520-500100-5840-	8.96	208	8/14/2020
00000000	0000041	VISA	PW 11 FOOD LIO3	000	8/14/2020	4520-500100-5840-	9.57	208	8/14/2020
00000000	0000041	VISA	PW 12 WALGREENS	000	8/14/2020	4520-500100-5840-	20.00	208	8/14/2020

343.26-

BATCH#- 829 CREATED BY JUDY ON 8/13/2020 RUN BY JUDY ON 8/18/2020

Company	Acct Per	G/L Number	G/L Description	Debit Amount	Credit Amount	Difference
001	2020/08	0-100-000100-0100-	CASH IN FUND-GENERAL FUND			
001	2020/08	0-100-000200-0002-	ACCOUNTS PAYABLE LIABILITY	530.06	530.06	
001	2020/08	4-100-012110-3600-	ADVERTISING	25.44		
001	2020/08	4-100-012110-5250-	TELECOMMUNICATIONS	45.49		
001	2020/08	4-100-012110-6001-	OFFICE/MEETING SUPPLIES & PRINTING	15.74		
001	2020/08	4-100-012110-6021-	PUBLIC RELATIONS	135.00		
001	2020/08	4-100-012410-5230-	TELECOMMUNICATIONS	68.23		
001	2020/08	4-100-012410-6001-	OFFICE SUPPLIES & PRINTING	50.97		
001	2020/08	4-100-031100-5230-	TELECOMMUNICATIONS	44.97		
001	2020/08	4-100-043100-3311-	OFFICE SUPPLIES & PRINTING	30.53		
001	2020/08	4-100-043100-5230-	VEHICLE MAINT	20.00		
001	2020/08	4-100-043100-5840-	TELECOMMUNICATIONS	22.26		
001	2020/08	4-100-043100-6011-	MISCELLANEOUS	18.64		
001	2020/08	4-100-043100-6011-	UNIFORMS/ SAFETY EQUIP	27.92		
001	2020/08	4-100-043100-7110-	PARKING LOT/STREET/SIDEWALK MAINT	24.87		
001	2020/08	0-100	TOTAL FOR FUND 100	1,060.12	1,060.12	
001	2020/08	0-400-000100-0100-	CASH IN FUND-HARVEST FESTIVAL			
001	2020/08	0-400-000200-0002-	ACCOUNTS PAYABLE LIABILITY	85.00	85.00	
001	2020/08	4-400-071200-1230-	MUSIC ON THE GREEN	85.00		
001	2020/08	0-400	TOTAL FOR FUND 400	170.00	170.00	
001	2020/08	0-500-000100-0100-	CASH IN BANK-WATER			
001	2020/08	0-500-000200-0002-	ACCOUNT PAYABLE CLEARING ACCT	112.62	112.62	
001	2020/08	4-500-500100-3311-	VEHICLE MAINTENANCE	10.00		
001	2020/08	4-500-500100-5210-	MAILING COSTS	7.75		
001	2020/08	4-500-500100-5840-	MISCELLANEOUS	25.74		
001	2020/08	4-500-500100-6001-	OFFICE SUPPLIES/EQUIPMENT	43.16		
001	2020/08	4-500-500100-6011-	UNIFORMS/SAFETY EQUIP	27.92		
001	2020/08	0-500	TOTAL FOR FUND 500	227.19	227.19	
001	2020/08	0-520-000100-0100-	CASH IN BANK- SEWER			
001	2020/08	0-520-000200-0002-	ACCOUNTS PAYABLE CLEARING ACCOUNT	343.26	343.26	
001	2020/08	4-520-500100-3311-	VEHICLE MAINTENANCE	10.00		
001	2020/08	4-520-500100-5230-	TELECOMMUNICATIONS	22.26		
001	2020/08	4-520-500100-5840-	MISCELLANEOUS	193.10		
001	2020/08	4-520-500100-6004-	LAB SUPPLIES/CHEMICALS	89.98		
001	2020/08	4-520-500100-6011-	UNIFORMS/ SAFETY EQUIPMENT	27.92		
001	2020/08	0-520	TOTAL FOR FUND 520	686.52	686.52	
001	2020/08	0-999-000110-0100-	UNION BANK & TRUST-CHECKING			
001	2020/08	0-999-000300-0100-	GENERAL FUND - CASH BALANCE	530.06	1,070.94	
001	2020/08	0-999-000300-0400-	HARVEST FESTIVAL - CASH BALANCE	85.00		
001	2020/08	0-999-000300-0500-	WATER FUND - CASH BALANCE	112.62		
001	2020/08	0-999-000300-0520-	SEWER FUND- CASH BALANCE	343.26		
001	2020/08	0-999	TOTAL FOR FUND 999	1,070.94	1,070.94	
001	2020/08		TOTAL FOR ACCOUNTING PERIOD 2020/08	3,214.77	3,214.77	
001	2020/08		NET AMOUNT	3,214.77	3,214.77	.00

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25501	9999999	ADAMS MACON	000	8/25/2020	77.06	.00
25502	9999999	BANOCY EMILY	000	8/25/2020	186.41	.00
25503	9999999	BERNARD ALEXANDER	000	8/25/2020	111.37	.00
25504	9999999	BRENNAN FONDA LYNN	000	8/25/2020	38.20	.00
25505	9999999	BROWN TASHA & AYERS, JEFF	000	8/25/2020	64.63	.00
25506	9999999	CONOLLY DUNCAN CARHART	000	8/25/2020	65.66	.00
25507	9999999	ELIIS RAY	000	8/25/2020	22.80	.00
25508	9999999	EWING CASSANDRA	000	8/25/2020	49.22	.00
25509	9999999	GREENIDGE AYANNA M	000	8/25/2020	64.63	.00
25510	9999999	JOHNSON FRANK	000	8/25/2020	22.80	.00
25511	9999999	MCELMALIN ANDREW	000	8/25/2020	95.06	.00
25512	9999999	MOORE WALTER JR	000	8/25/2020	6.43	.00
25513	9999999	O'NEAL CHRISTOPHER	000	8/25/2020	45.14	.00
25514	9999999	PACK JOSEPH	000	8/25/2020	22.81	.00
25515	9999999	PELTER RICKY J & SANDRA E	000	8/25/2020	56.87	.00
25516	9999999	REMAX CORNERSTONE	000	8/25/2020	4.27	.00
25517	9999999	SAYERS RYAN	000	8/25/2020	19.37	.00
25518	9999999	TERRELL APRIL	000	8/25/2020	64.63	.00
		CLASS TOTAL			1,017.36	.00
		ACH TOTAL			.00	
		CHECK TOTAL			1,017.36	
		EPY TOTAL			.00	
		FINAL TOTAL			1,017.36	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 1,017.36- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25519	600	BENNETT DEBORAH T	000	8/28/2020	245.00	.00
25520	1022	BILLER PRESS AND MFG. INC	000	8/28/2020	168.53	.00
25521	500	CARTER MACHINERY CO INC	000	8/28/2020	1,604.31	.00
25522	536	CAS SEVERN	000	8/28/2020	3,953.40	.00
25523	999999	DEAVERS BILLY	000	8/28/2020	22.10	.00
23524	648	ERRARD ANDREA G	000	8/28/2020	1,667.00	.00
23525	55	GALL'S LLC	000	8/28/2020	19.22	.00
23526	1083	HARDING TIMOTHY	000	8/28/2020	600.00	.00
23527	546	JOHNSON'S EXTERMINATING	000	8/28/2020	914.00	.00
23528	1021	MUNICIPAL CODE CORP	000	8/28/2020	2,200.00	.00
23529	321	PROFESSIONAL LOCK	000	8/28/2020	362.50	.00
23530	83	RAPPAHANNOCK REGIONAL	000	8/28/2020	1,935.00	.00
23531	659	SOMETAL PRODUCTS INC	000	8/28/2020	146.07	.00
23532	918	STAPLES ADVANTAGE	000	8/28/2020	557.97	.00
23533	647	TREASURER OF VIRGINIA	000	8/28/2020	2,889.00	.00
23534	291	USA BLUE BOOK	000	8/28/2020	572.67	.00
23535	989	VACO SERVICES	000	8/28/2020	50.00	.00
25536	12	WASTE MANAGEMENT	000	8/28/2020	851.27	.00
		CLASS TOTAL			18,758.04	.00
		ACH TOTAL			.00	
		CHECK TOTAL			18,758.04	
		EPY TOTAL			.00	
		FINAL TOTAL			18,758.04	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 18,758.04 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____

TOWN MANAGER _____



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Bond Resolution
ITEM TYPE: Action Item
PURPOSE OF ITEM: Decision - By Motion
PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

The Town has secured a Letter of Conditions for permanent funding for improvements to the Town's water system from the United States Department of Agriculture, Rural Development ("RD") in the form of a loan not to exceed \$5,693,000 and grants not to exceed \$1,602,000, for a total long-term financing package of \$7,295,000. The loan from RD will be evidenced by the Town's revenue bond which will be payable solely from revenues of the Town's water system.

The Bond Hearing on this issuance was held during Council's June 4th meeting. Prior action was taken on the interim financing of the bond. This Resolution is related to the permanent financing and issuance of the Bond.

ATTACHMENTS:

Bond Resolution

REQUESTED ACTION:

Adopt Resolution

RESOLUTION PROVIDING FOR THE FORM, DETAILS AND PAYMENT OF PREVIOUSLY AUTHORIZED WATER REVENUE BONDS OF THE TOWN OF BOWLING GREEN IN A PRINCIPAL AMOUNT NOT TO EXCEED \$5,693,000

By a resolution adopted August 6, 2020, and a resolution adopted September 3, 2020, the Council of the Town of Bowling Green, a political subdivision of the Commonwealth of Virginia, authorized the issuance of bonds in an aggregate principal amount not to exceed \$5,693,000 to finance the cost of new improvements to the water system of the Town.

The Council now desires to provide for the form, details and payment of the bonds.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF BOWLING GREEN, VIRGINIA:

ARTICLE I

Definitions

Section 1.1. Definitions. Whenever used in this resolution, unless a different meaning clearly appears from the context:

“Act” means the Public Finance Act of 1991 (Chapter 26, Title 15.2, Code of Virginia of 1950, as amended).

“Additional Bonds” means any bonds issued pursuant to Article VI and secured on parity with the Initial Bonds by a pledge of the Pledged Revenues.

“Authorized Officers” means the Mayor, Vice Mayor and Town Manager of the Town, any one of whom may act.

“Bonds” means the Initial Bonds and any Additional Bonds issued under this resolution.

“Closing Date” means the date on which the Initial Bonds are delivered to the Government.

“Consulting Engineer” means the engineering firm or individual engineer as may be employed by the Town as Consulting Engineer in accordance with Section 7.5 of this resolution.

“Council” means the Council of the Town.

“Government” means the United States of America, its successors and assigns.

“Gross Revenues” means all revenues, income, and receipts derived or received by the Town from the operation and ownership of the System, including the interest income from the

investment or deposit of money in any fund created by this resolution or a supplemental resolution in connection with the System, but “Gross Revenues” shall not mean or include any impact fees or developer fees charged by the Town for the construction of capital improvements or extensions to the System.

“Initial Bonds” means the Town’s sewer revenue bonds issued pursuant to this resolution.

“Net Revenues” means Gross Revenues less Operating Expenses.

“Operating Expenses” means the reasonable and necessary expenses of operation, administration, maintenance and repair of the System, excluding any allowance for depreciation, the deposits or transfers to the Debt Service Fund or the Reserve Fund established in Section 4.3, and expenditures for capital improvements or extensions to the System.

“Pledged Revenues” has the meaning given that term in Section 4.4.

“Project” means the construction of a wastewater treatment plant and collection and drip irrigation facilities, substantially as described in plans prepared by the Consulting Engineer and approved by the Town and the Government.

“System” means all plants, systems, facilities, equipment or property, including but not limited to the Project, owned, operated or maintained by the Town and used in connection with the collection, supply, treatment, storage or distribution of water , as the same may from time to time exist.

“Town” means the Town of Bowling Green, Virginia.

ARTICLE II

Authorization of Project

Section 2.1. The Project. The Council authorizes the acquisition and construction of the Project. The Project may be modified by the Town; however, any modification shall have been approved and recommended in writing by the Consulting Engineer and the Government.

ARTICLE III

Authorization, Form, Execution, Delivery, Registration and Prepayment of Initial Bonds

Section 3.1. Authorization of Initial Bonds. Pursuant to the Act and resolutions adopted under the Act on August 6, 2020, and September 3, 2020, the Council has previously authorized there are authorized to be issued and sold water revenue bonds of the Town in the maximum principal amount of \$5,693,000 (the “Initial Bonds”), to provide funds, together with other available funds, to finance the cost of the Project.

Section 3.2. Award of Initial Bonds. After mature consideration of the methods of sale of the Initial Bonds and current conditions of the municipal bond market, the Council confirms its finding that it is in the best interest of the Town to accept the offer of the Government to purchase the Initial Bonds upon certain terms and conditions set forth in the Government’s letter of conditions dated August 8, 2019.

Section 3.3. Details of Initial Bonds.

- (a) The Initial Bonds shall be issued as a fully registered bond without coupons.
- (b) Subject to subsection (c) below, each of the Authorized Officers is authorized to determine and approve all of the other final details of the Initial Bonds, including but not limited to their description and series designation, dated date, interest rate or rates, and the dates and amounts of payments of principal and interest. An Authorized Officer’s determination and approval of the final details of the Initial Bonds shall be evidenced conclusively by such officer’s execution and delivery of the Initial Bonds in accordance with this resolution.
- (c) Despite anything contained in this resolution to the contrary:
 - (i) The original aggregate principal amount of the Initial Bonds will not exceed the \$5,693,000;
 - (ii) The per annum interest rate on the Initial Bonds will not exceed 2.125%; and
 - (iii) The due date of the last installment of principal will not be later than 40 years after the date of the Initial Bonds.

Payments on the Initial Bonds shall be payable in lawful money of the United States of America by check or draft mailed to the registered owner of an Initial Bond at its address as it appears on the registration books, except that the final installment on an Initial Bond shall be payable upon presentation and surrender of that Initial Bond at the office of the Town Clerk who is appointed Registrar for the Bonds.

Section 3.4. Alternate Provisions. At the request of the Government, each Initial Bond may be delivered as a fully registered bond in the alternative form in this resolution providing for

principal advances to be made from time to time by the Government in an aggregate amount not to exceed the face amount of the Initial Bond. An authorized officer of the Government shall enter the amount and the date of each such principal advance on the Certificate of Principal Advances attached to an Initial Bond when the proceeds of such advance are delivered to the Town. Each such principal advance shall bear interest from the date of such advance so entered on the certificate.

Section 3.5. Prepayment. Installments of principal due on the Initial Bonds may be prepaid at the option of the Town at any time as a whole or in part from time to time (but if in part, in inverse order of their maturities), without premium, from any proceeds of the Initial Bonds remaining after completion of the Project, any proceeds derived by the Town from the sale or other disposition of a portion of the System, including the proceeds of insurance or condemnation awards, or any other source. Notwithstanding the above, the Town may at any time deliver moneys to the Government with instructions that such moneys be credited against future installments due on the Initial Bonds in inverse chronological order. Prepayments shall not affect the obligation of the Town to pay the remaining installments payable as provided in the Initial Bonds.

Section 3.6. Execution of Initial Bonds. The Initial Bonds shall be signed by one of the Authorized Officers and attested by the Clerk of the Town.

Section 3.7. Form of Initial Bonds. The Initial Bonds shall be in substantially the following form:

No. R-1 \$[amount]

UNITED STATES OF AMERICA

COMMONWEALTH OF VIRGINIA

TOWN OF BOWLING GREEN

Water Revenue Bond, Series of [year]

Dated: [date]

The Town of Bowling Green, a political subdivision of the Commonwealth of Virginia (the “Town”), for value received, promises to pay, solely from the revenues described and pledged to the payment of this Bond in the Bond Resolution, as defined below, to the United States of America, or registered assigns, the principal sum [equal to the aggregate amount of principal advances shown on the attached Certificate of Principal Advances, but not to exceed the sum¹] of

[amount] DOLLARS
(\$[amount])

¹Alternative language to be used if the Government requests provision for principal advances.

and to pay to the registered owner of this bond interest on the unpaid principal from the date [of this bond] [of each principal advance shown on the attached Certificate of Principal Advances] until payment of the entire principal sum at the rate of [number]% per year. On [date] and [date] the amount of accrued but unpaid interest on this bond shall be due. Installments of combined principal and interest of \$[amount] are due beginning [date], and continuing on the same day of each subsequent month until the principal of this bond is paid in full. Any payment on this bond shall be applied first to interest accrued to such payment date and then to principal. If not sooner paid, the final installment shall be due 40 years from the date of this bond. Such installments shall be payable in lawful money of the United States of America by check or draft mailed to the registered owner at its address as it appears on the registration books kept for that purpose at the office of the Town Clerk who has been appointed Registrar, except that the final installment shall be payable upon presentation and surrender of this bond at the office of the Registrar.

This bond has been issued pursuant to the Constitution and statutes of the Commonwealth of Virginia, including the Public Finance Act of 1991 (the “Act”), and resolutions duly adopted under the Act by the Council of the Town on August 6, 2020, September 3, 2020 and October 1, 2020 (collectively, the “Bond Resolution”), to provide funds, together with other available funds, to finance capital improvements to the Town’s water system (the “System”). Reference is made to the Bond Resolution and any amendments to it for the provisions, among others, describing the pledge and covenants securing this bond, the nature and extent of the security, the terms and conditions upon which is this bond is issued, the rights and obligations of the Town and the rights of the bondholder.

Capitalized terms used but not otherwise defined in this bond have the meanings given them in the Bond Resolution.

The principal of and interest on this bond are payable solely from the rates or fees to be charged users of the System, which rates or fees are required to be maintained at a level that will produce sufficient revenue to pay all costs of operation of the System and the installments of principal and interest on this bond and all other bonds now or later issued on a parity with this bond, as the same become due. The principal of and interest on this bond are secured by a pledge of the Net Revenues of the System as provided in the Bond Resolution. The lien of such pledge is on parity with the lien of any pledge of Net Revenues for the payment of the following bonds of the Town:

[describe any existing parity bonds].

Additional bonds secured equally and ratably with this bond may be issued from time to time under the conditions, limitations and restrictions set forth in the Bond Resolution.

Nothing in this bond or in the Bond Resolution shall be deemed to create or constitute an indebtedness of or a pledge of the faith and credit of the Commonwealth of Virginia or any county, city, town or other political subdivision of the Commonwealth.

This bond is fully registered as to both principal and interest in the name of United States of America. Transfer of this bond may be registered upon the registration books of the Registrar. Prior to due presentment for registration of transfer the Registrar shall treat the registered owner

as the person exclusively entitled to payment of principal and interest and the exercise of all other rights and powers of the owner.

Installments of principal due on this bond may be prepaid at the option of the Town at any time as a whole or in part from time to time (but if in part, in inverse order of their maturities), without premium. Prepayments of installments of principal shall not affect the obligation of the Town to pay the remaining installments payable as provided above.

All acts, conditions and things required by the Constitution and statutes of the Commonwealth of Virginia to happen, exist or be performed precedent to and in the issuance of this bond have happened, exist and have been performed, and this bond, together with all other indebtedness of the Town, is within every debt and other limit prescribed by the Constitution and statutes of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the Town has caused this bond to be signed by its Mayor, its seal to be affixed to this bond and attested by the Town Clerk, and this bond to be dated the date shown above.

(SEAL)

ATTEST:

**[BOND FORM]
[DO NOT SIGN]**

Town Clerk, Town of Bowling Green

**[BOND FORM]
[DO NOT SIGN]**

Mayor, Town of Bowling Green

CERTIFICATE OF PRINCIPAL ADVANCES²

The amount and date of principal advances not to exceed the face amount the foregoing bond shall be entered below by an authorized officer of the United States of America, when the proceeds of each such principal advance are delivered to the Town.

<u>Amount</u>	<u>Date</u>	<u>Authorized Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

²Certificate of Principal Advances to be used if the Government requests provision for principal advances.

Section 3.8. Registration and Exchange of Initial Bonds. Transfer of the Initial Bonds may be registered upon books maintained for that purpose at the office of the Registrar. Prior to due presentment for registration of transfer the Registrar shall treat the registered owner as the person exclusively entitled to payment of principal and interest and the exercise of all other rights and powers of the owner.

Section 3.9. Delivery of Initial Bonds. The Authorized Officers and the Clerk of the Town are each authorized and directed to take all proper steps to have the Initial Bonds prepared and executed in accordance with their terms and to deliver the Initial Bonds to the Government upon payment or partial payment of the purchase price for it or upon the Government's agreement to disburse principal advances thereunder.

ARTICLE IV

Revenues and Funds

Section 4.1. Revenue Covenants. It is covenanted and agreed with the holder of the Bonds that so long as any Bonds are outstanding the Town will:

(a) fix, charge and collect such rates, fees and other charges to users of or for the services furnished by the System and from time to time revise such rates, fees and charges so as to produce sufficient Gross Revenues in each fiscal year to equal an amount required to pay (i) the Operating Expenses which shall accrue or become payable during the then current fiscal year and (ii) the amounts required by Section 4.3 to be paid during the then current fiscal year into the Debt Service Fund and the Reserve Fund established in Section 4.3;

(b) apply the Gross Revenues as provided in Section 4.3; and

(c) segregate and keep segregated from all other Town funds all Gross Revenues and keep proper records and accounts therefor, separate and apart from all other Town records and accounts.

Section 4.2. Free Service; Enforcement of Charges.

(a) So long as any Bonds are outstanding the Town shall not permit connections to or use of the System or provide any services of the System without making a charge therefor.

(b) If any rates, fees or charges for the use of and for the services furnished by the System shall not be paid within 60 days after the same shall become due and payable, or within such shorter time as may be determined by the Town, at the expiration of such period the Town shall disconnect the premises from the System or otherwise suspend service to such premises until such delinquent rates, fees or charges and any interest, penalties or charges for reconnection shall have been paid in full; provided, however, that such services shall not be suspended if, in accordance with Section 15.2-2119 of the Code of Virginia of 1950, as amended, the health officers shall have found

and shall certify to the Town that suspending such services will endanger the health of the persons occupying such premises or the health of others.

(c) The Town shall take all such action as may be necessary to perfect liens upon real estate for the amount of any unpaid rates, fees, or charges described in Section 4.2(b) above or any unpaid connection charges or other charges so that such liens will be binding upon subsequent bona fide purchasers for valuable consideration without actual notice thereof.

Section 4.3. Funds. The following special funds are established and shall be held by the Town for the following purposes:

Construction Fund: To the extent they are not applied to pay interim financing for the Project, the proceeds from the sale of the Initial Bonds shall be deposited in a special bank account designated the Construction Fund and shall be applied to the cost of the Project. The Town shall preserve at its office accurate records available at all times which show that payments from the Construction Fund or, if applicable, advances under the Initial Bonds were made solely to pay costs of the Project. Any balance remaining in the Construction Fund shall, at the option of the Town, be used to prepay installments of principal and interest on the Initial Bonds or shall be transferred to the Reserve Fund.

Revenue Fund: All Gross Revenues shall be collected and, so far as may be practicable, deposited not less frequently than weekly in the Revenue Fund. Moneys on deposit in the Revenue Fund shall be used only in the manner and priority set out below.

Debt Service Fund: Each month the Town shall transfer from the Revenue Fund to the Debt Service Fund an amount equal to the installments of interest or principal and interest, as the case may be, coming due on the Bonds that month. If there should be insufficient moneys in the Revenue Fund and the Reserve Fund for this purpose, the deficit shall be added to the required payment for the month or months next ensuing until such deficit is eliminated. When the balances in the Debt Service Fund and the Reserve Fund shall equal the principal of and interest on the Bonds then outstanding to their respective maturities, no further transfers to the Debt Service Fund shall be required. The Town shall pay installments of principal and interest on the Bonds from the Debt Service Fund as the same become due.

Operating Fund: Each month, after making the transfer to the Debt Service Fund required above, the Town shall transfer from the Revenue Fund to the Operating Fund such amount, if any, needed to increase the balance in the Operating Fund to the sum of (a) the amount of the Operating Expenses for the current month and (b) the aggregate amount of all checks outstanding and unpaid drawn upon the Operating Fund. Each month the Town shall pay from the Operating Fund all Operating Expenses for the then current month.

Reserve Fund: Each month, after making the transfers to the Debt Service Fund and the Operating Fund required above, the Town shall transfer an amount equal to 10% of monthly installments of principal and interest on the Bonds from the Revenue Fund to the Reserve Fund until there has been accumulated and maintained therein an amount equal to twelve (12) such installments, after which no further deposits shall be required except to eliminate any deficiency in the Reserve Fund. The Reserve Fund shall be used, with the prior written approval of the Government, to make

transfers to the Debt Service Fund to the extent necessary (a) to pay the principal of and interest on the Bonds as the same become due in the event the balance on the Debt Service Fund is insufficient therefor, (b) to pay the cost of repairing or replacing any damage to the System, or (c) to pay the cost of extensions or improvements to the System.

Any balance remaining in the Revenue Fund each month, after the transfers to the Debt Service Fund, the Operating Fund, and the Reserve Fund and are made as required above, may be used by the Town, with the Government's consent, for any lawful purpose.

Section 4.4. Pledged Revenues. As security for the payment of the principal of, premium, if any, and interest on the Bonds issued from time to time, the Town, pursuant to and in accordance with the provisions of the Act and Section 2.2-4902.1 of the Code of Virginia of 1950, as amended, pledges unto the holders of the Bonds all of the Town's right, title and interest to, in and under the following (the "Pledged Revenues"):

(a) The Net Revenues;

(b) The money and investments, including investment earnings thereon, on deposit from time to time in the Construction Fund, the Revenue Fund, the Operating Fund, the Debt Service Fund, and the Reserve Fund, subject only to the right to make application thereof to other purposes as provided in this Resolution; and

(c) Such other properties and assets and interests in properties and assets as may hereafter be pledged to the payment of the Bonds pursuant to any supplemental resolution or which may be delivered, pledged, mortgaged, or assigned to the holders of the Bonds as security for the Bonds.

To the extent provided in Section 2.2-4902.1 of the Code of Virginia of 1950, as amended:

(i) The Pledged Revenues, whether presently held by the Town or in the future received by or otherwise credited to the Town, shall immediately be subject to the lien of such pledge without any physical delivery, control, filing or further act;

(ii) The lien of such pledge shall have priority over any other obligations or liabilities of the Town, except as may be otherwise provided in this resolution; and

(iii) The lien of each such pledge shall be valid, binding and enforceable as against all persons having claims of any kind in tort, contract, or otherwise against the Town regardless of whether such persons have notice of such pledge.

Both principal of and interest on the Initial Bonds are payable solely from Gross Revenues of the System, and nothing in this resolution or in the Initial Bonds shall be deemed to create or constitute an indebtedness of or a pledge of the faith and credit of the Commonwealth of Virginia or any county, city, town or other political subdivision of the Commonwealth.

ARTICLE V

Security for Deposits and Investment of Funds

Section 5.1. Security for Deposits. All moneys on deposit with any bank or trust company shall be secured for the benefit of the Town and the holder of the Bonds in the manner required by the Virginia Security for Public Deposits Act (Chapter 44, Title 2.2, Code of Virginia of 1950, as amended) or any successor provision of laws.

Section 5.2. Investment of Funds. All moneys in the Construction Fund, Revenue Fund, the Operating Fund, the Debt Service Fund, and the Reserve Fund not immediately necessary for the purposes thereof may be invested by the Town in securities and deposits which are authorized by the laws of the Commonwealth of Virginia for public funds, all of which shall mature or be subject to redemption or withdrawal by the holder or depositor for the purposes of the funds. Any such investments shall be considered a part of such funds and the accounts therein and income therefrom and any profit or loss on the sale thereof shall be credited to or charged against such funds and accounts.

ARTICLE VI

Additional Bonds

Section 6.1. Issuance of Additional Bonds. The Town may issue additional bonds secured on a parity with the Bonds then outstanding by a pledge of the Pledged Revenues (the “Additional Bonds”) to finance (i) the cost of completing the Project, (ii) the cost of acquisition or construction of improvements, extensions, additions and replacements to the System or other facilities, properties or undertakings that the Town claims to be useful or convenient for the System, (iii) to refund any Bonds, or (iv) any combination of the foregoing. Additional Bonds shall be in such form, shall be dated such date, shall mature in such installments of principal and interest, shall bear interest at such rate or rates, shall be in such denomination or denominations and may contain such provisions for prepayment prior to their respective maturities, all as provided by the Council by resolution adopted prior to their issuance. Additional Bonds shall contain an appropriate series designation.

Section 6.2. Conditions of Issuance. The Town shall not issue any Additional Bonds unless there shall have been filed with the Town and, if the Government is the owner of either the Initial Bonds or any Additional Bonds, with the Government, the following:

(a) a certified copy of a resolution of the Council in form complying with the foregoing provisions specifying or providing for all the terms of the Additional Bonds and, if applicable, stating the cost of the acquisition or construction of any improvements, extensions, additions and replacements to the System to be acquired or constructed or of the other facilities, properties or undertakings and finding and ordering that such improvements, extensions, additions and replacements shall be a part of the System or that such other facilities, properties or undertakings are useful or convenient for the System;

(b) a certified copy of a resolution of the Council awarding the Additional Bonds, specifying or providing for the interest rate or rates and directing the delivery of such Additional Bonds to the purchaser named therein upon payment of the purchase price set forth or provided for therein;

(c) if the Additional Bonds are to be issued to complete the Project, a certificate of the Consulting Engineer to that effect;

(d) if the Additional Bonds are to be issued for any purpose other than the refunding of Bonds or the completion of the Project, either (i) a certificate of an independent certified public accountant stating that the amount of the Net Revenues for the fiscal year preceding the year in which the proposed Additional Bonds are to be issued was not less than one hundred twenty percent (120%) of the average annual principal and interest requirements for the Bonds then outstanding and the Additional Bonds to be issued, or (ii) the written consent of the holders of three-fourths in aggregate principal amount of the Bonds outstanding;

(e) a certificate of the Town, signed by an Authorized Officer, that the Town is in compliance with all covenants and undertakings in connection with this resolution and any supplemental resolution authorizing Additional Bonds which remain outstanding;

(f) if the Initial Bonds or any Additional Bonds are held by the Government, the written consent of the Government to the issuance of the Additional Bonds; and

(g) the written opinion or opinions of counsel for the Town stating that the issuance of the Additional Bonds has been duly authorized and that all conditions precedent to their delivery have been fulfilled.

ARTICLE VII

Particular Covenants

Section 7.1. Payment of Initial Bonds. The Town shall pay promptly, as provided in the Initial Bonds, the principal of and interest on the Initial Bonds, but such principal and interest shall be payable solely from Gross Revenues, and nothing in the Initial Bonds or in this resolution shall be deemed to create or constitute a general obligation of or a pledge of the faith and credit of the Commonwealth of Virginia or of any county, city, town or other political subdivision of the Commonwealth.

Section 7.2. Construction of Project. The Town shall obtain all approvals, permits and consents required by law as a condition precedent to the acquisition, construction, development and operation of all parts of the Project and shall complete the construction of the Project in a sound and economical manner and in conformity with all applicable requirements of the Government and all other governmental authorities and do all acts and things necessary and reasonable so that the Town may begin to collect revenues from the Project at the earliest practicable time.

Section 7.3. Operation and Maintenance. The Town shall operate the System in an efficient and economical manner, maintain the same in good condition and make all necessary repairs, replacements and renewals. All compensation, salaries, fees and wages paid by it in connection with the operation, maintenance and repair of the System shall be reasonable. The Town shall observe and perform all of the terms and conditions contained in the Act and comply with all applicable state and federal laws.

Section 7.4. Competition. The Town shall not operate or assent to the operation of any utility service in competition with the System.

Section 7.5. Consulting Engineer. At the Government's request, the Town shall employ as Consulting Engineer an engineering firm or individual engineer of recognized standing and experience in the field of civil engineering registered in the Commonwealth of Virginia, whose duties shall include supervision of the construction of the Project and advice as to proper operation, maintenance and repair of the System.

Section 7.6. Sale or Encumbrance. The Town shall not sell, transfer, lease or otherwise encumber the System or any portion thereof, nor permit others to do so, without the prior written consent of the Government.

Section 7.7. Title to Lands. All parts of the System shall be located on lands to which title in fee simple or over which valid perpetual easements, in either case sufficient for the purposes of the System, are owned by the Town.

Section 7.8. Records and Reports. The Town shall establish and maintain such books and records relating to the operation of the System and its financial condition and provide for an annual audit, all in such manner as may be required by the Government. Copies of all such audits shall be submitted to the Government as soon as they are obtained by the Town. The Town shall prepare and submit to the Government such additional information and reports as the Government may from time to time reasonably require.

Section 7.9. Access to Books and System. The Town shall provide to the Government at all reasonable times access to all books and records relating to the System and access to the property of the System so that the Government may ascertain that the Town is in compliance with all the provisions of this resolution and all other instruments incident to the purchase of the Initial Bonds by the Government.

ARTICLE VIII

Defaults and Remedies

Section 8.1. Default and Remedies. Upon default by the Town (a) in the payment of principal of or interest on the Bonds or (b) in the performance of any covenant or agreement contained in the Bonds or in this resolution the holders of a majority in aggregate principal amount of the Bonds at their option may:

(a) declare the entire unpaid principal amount of the Bonds then outstanding and accrued interest thereon to be immediately due and payable;

(b) incur and pay such reasonable expenses for the account of the Town as may be necessary to cure the cause of any default;

(c) proceed to protect and enforce their rights under the Bonds and this resolution by a suit, action or special proceeding at law or in equity, either for the specific performance of any

covenant or agreement or execution of any power or for the enforcement of any proper legal or equitable remedy as may be deemed most effectual to protect and enforce such rights, including, without limitation, the fixing of rates and the collection and proper application of the revenues of the System and the appointment of a receiver having full power to administer and operate the System.

Section 8.2. Remedies Cumulative. No remedy conferred by this resolution is intended to be exclusive of any other remedy, and every remedy shall be cumulative and in addition to every other remedy herein or now or hereafter existing in equity, at law or by statute.

ARTICLE IX

Miscellaneous

Section 9.1. Contract with Bondholders. The provisions of this resolution shall constitute a contract between the Town and the holders of the Bonds for so long as the Bonds and interest thereon are outstanding.

Section 9.2. Authority of Officers and Agents. The officers and agents of the Town shall do all acts and things required of them by this resolution, the Bonds and the Act for the complete and punctual performance of all the terms, covenants and agreements contained therein.

Section 9.3. Limitation of Rights. Nothing expressed or mentioned in or to be implied from this resolution or the Bonds is intended or shall be construed to give to any person or company other than the parties hereto and the holders of the Bonds any legal or equitable right, remedy or claim under or in respect to this resolution or any covenants, conditions and agreements herein contained; this resolution and all of the covenants, conditions and agreements hereof being intended to be and being for the sole and exclusive benefit of the parties hereto and the holders of the Bonds as herein provided.

Section 9.4. Limitation of Liability of Officials of Town. No covenant, condition or agreement contained herein shall be deemed to be a covenant, agreement or obligation of a present or future member, officer, employee or agent of the Town in his individual capacity, and neither the members of the Council nor any officer of the Town executing the Bonds shall be liable personally on the Bonds or be subject to any personal liability or accountability by reason of the issuance thereof. No member, officer, employee or agent of the Town shall incur any personal liability with respect to any other action taken by him pursuant to this resolution or the Act, provided he acts in good faith.

Section 9.5. Conditions Precedent. Upon the issuance of any Bond all acts, conditions and things required by the Constitution and statutes of the Commonwealth of Virginia or this resolution to happen, exist and to be performed precedent to or in the issuance of such Bond shall have happened, exist and have been performed.

Section 9.6. Repealer. All resolutions, or parts thereof, in conflict herewith are hereby repealed except such resolutions as may have been adopted by the Council at the specific request of the Government as a condition to its purchase of the Initial Bonds.

Section 9.7. Severability. If any court of competent jurisdiction shall hold any provision of this resolution to be invalid or unenforceable, such holding shall not invalidate any other provision of this resolution.

Section 9.8. Successors and Assigns. All the covenants, stipulations, promises and agreements of the Town contained in this resolution shall bind and inure to the benefit of its successors and assigns, whether so expressed or not.

Section 9.9. Headings. Any headings in this resolution are solely for convenience of reference and shall not constitute a part of the resolution nor shall they affect its meaning, construction or effect.

Section 9.10. Filing of Resolution. The Clerk of the Town is directed to file a certified copy of this resolution with the Circuit Court of Caroline County, Virginia, pursuant to Section 15.2-2607.

Section 9.10. Effective Date. This resolution shall take effect immediately.

* * *

The Clerk of the Town of Bowling Green, Virginia, certifies that:

- (a) the foregoing is a true, complete and correct copy of a resolution adopted by the Council of the Town at a meeting of the Council held on October 1, 2020;
- (b) the meeting was a duly called, noticed and held regular meeting;
- (c) during the consideration of the foregoing resolution, a quorum was present; and
- (d) the name of each member of Council voting on the adoption of the foregoing resolution and his or her vote were recorded at the meeting as follows:

<u>Members</u>	<u>Attendance</u>	<u>Vote</u>
Jason E. Satterwhite, Mayor		
Valarie Coyle		
Jean Davis		
Mark Gaines		
Tammie Gaines		
Deborah Howard		
Glenn McDearmon		
Otis Wright		

WITNESS MY HAND this ___ day of October, 2020.

Clerk, Town of Bowling Green, Virginia



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: R-2020-009 – A resolution to reimburse the EDA for expenditures related to Small Business Assistance using CARES Act Funds

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - Resolution

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

A resolution to reimburse the EDA for expenditures related to Small Business Assistance using CARES Act Funds.

ATTACHMENTS:

- R-2020-009

REQUESTED ACTION:

Adopt Resolution.

RESOLUTION

WHEREAS COVID-19 has had a significant economic impact on the Town of Bowling Green, its businesses and its citizens; and

WHEREAS the Town of Bowling Green has received funding through the CARES Act to assist the Town, its businesses and citizens for expenses related to the impact of COVID-19; and

WHEREAS the Bowling Green Town Council seeks to assist its businesses and citizens as much as possible.

NOW THEREFORE BE IT RESOLVED by the Bowling Green Town Council at its regular monthly meeting on October 1, 2020 that, upon receipt of proper proof of the expenditure funds that were provided to citizens and businesses in the Town of Bowling Green as provided by, and consistent with, the CARES Act, the Town Council shall, at its next regular monthly meeting, reimburse the Economic Development Authority of the Town of Bowling Green for all such expenditures.

The foregoing Resolution was adopted by the Town Council at its regular meeting held on October 1, 2020 in Bowling Green, Virginia.

Melissa Lewis, Clerk of Council
Town of Bowling Green, Virginia

Hon. Jason E. Satterwhite, Mayor
Town of Bowling Green, Virginia



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: R-2020-010 – Resolution of Governing Body

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - Resolution

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

The Town currently has two vehicles in its fleet; a 2017 Ford Explorer and a 2005 Crown Victoria. The 2005 Crown Victoria is inoperable and has been taken out of service for patrol. The cost to repair outweighs the value of the vehicle. At this time the officers are utilizing only one vehicle for patrol resulting in inadequate road coverage.

The SEARCH Grant, if awarded to the Town, will fund \$25,000 of the total purchase price of \$33,000 (lights included)

ATTACHMENTS:

- R-2020-010
- SEARCH Grant Application

REQUESTED ACTION:

Adopt Resolution.

**RESOLUTION OF GOVERNING BODY OF
TOWN OF BOWLING GREEN**

The Governing Body of the Town Council, consisting of 7 members, in a duly called meeting held on the 1st day of October, 2020, at which a quorum was present **RESOLVED** as follows:

BE IT HEREBY RESOLVED that in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government) in the development of a Purchase of a Police Vehicle (SEARCH Grant) to serve the community, the Governing Body does hereby adopt and abide by all covenants contained in the agreements, documents, and forms required by the Government to be executed.

BE IT FURTHER RESOLVED that the Town Manager, Acting Town Manager, or Mayor of the Town of Bowling Green be authorized to execute on behalf of Town Council the above-referenced agreements, documents, and forms and to execute such other documents including, but not limited to, debt instruments, security instruments, and/or grant agreements as may be required in obtaining the said financial assistance.

This Resolution is hereby entered into the permanent minutes of the meetings of this Board.

TOWN OF BOWLING GREEN

Attest: _____
[SIGNATURE AND TITLE]

By: _____
[SIGNATURE AND TITLE]

CERTIFICATION

I hereby certify that the above Resolution was duly adopted by the Governing Body of the Town of Bowling Green in a duly assembled meeting on the 1st day of October, 2020.

Secretary/Clerk



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Utility Rate Work Session
ITEM TYPE: Action Item
PURPOSE OF ITEM: Decision - By Motion
PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

As a requirement of the Letter of Conditions issued by USDA Rural Development on August 5, 2019 the Town must establish, adopt, and maintain a rate schedule that provides adequate income to meet the minimum requirements for operation and maintenance, debt service, and reserves. This rate schedule must provide for a minimum monthly EDU cost of \$35.45. Prior to requesting authorization to bid, you must provide:

- a. A draft rate resolution
- b. A use and income analysis and operating budget. These documents must be based on the anticipated active customers, and the budget must show repayment ability.

Prior to closing or the start of construction, whichever occurs first (estimated to be 12/2020) we must provide evidence that the rate resolution has been adopted, as well as evidence indicating the rates will be placed into effect at the beginning of the first full year of operation after construction of this project. (estimated to be 2024)

ATTACHMENTS:

None

REQUESTED ACTION:

Schedule a work session to discuss rates.

Suggested dates: 10/15 or 10/22



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: Reducing number of Council Members from 7 members to 5 members

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

At last Council meeting staff was directed to gather information and present to Council its options for reducing the number of Council Members from seven members to five. The Town Attorney has drafted a memo detailing two options for Council to proceed.

ATTACHMENTS:

- Memo

REQUESTED ACTION:

Direct staff on which option Council would like to proceed with.

E

The Law Office of
Andrea G. Erard
9702 Gayton Road, Suite 324
Richmond, Virginia 23238

(804) 920-2241 telephone
(866) 684-5657 facsimile

Erardlaw@gmail.com

MEMORANDUM

TO: The Honorable Mayor
The Honorable Members of the Bowling Green Town Council

FROM: Andrea G. Erard, Town Attorney

RE: Changing Number of Council Members from Seven to Five

DATE: October 1, 2020

Introduction

The Bowling Green Town Council is interested in exploring the possibility of reducing the number of members of Town Council from seven to five.

Applicable State Law

Chapter 2. Local Government Charters

§ 15.2-200. Required procedure for obtaining new charter or amendment.

No charter shall be granted to a locality by the General Assembly and no charter of a locality shall be amended by the General Assembly except as provided in this chapter or in Chapter 34 (§ [15.2-3400](#) et seq.) of this title.

§ 15.2-201. Charter elections; subsequent procedure; procedure when bill not introduced or fails to pass in General Assembly.

A locality may provide for holding an election to be conducted as provided in § [24.2-681](#) et seq. of Title 24.2 to determine if the voters of the locality desire that it request the General Assembly to grant to the locality a new charter or to amend its existing charter. At least ten days prior to the holding of such election, the text or an informative summary of the new charter or amendment desired shall be published in a newspaper of general circulation in the locality.

If a majority of the voters voting in such election vote in favor of such request, the locality shall transmit two certified copies of the results of such election together with the publisher's affidavit and the new charter or the amendments to the existing charter, to one or more members of the General Assembly representing such locality for introduction as a bill in the succeeding session of the General Assembly.

If a bill incorporating such charter or amendments is not introduced at the succeeding session of the General Assembly, the approval of the voters for such charter or amendments shall be void. If, at such session, members of the General Assembly fail to enact or pass by indefinitely and do not carry over such a bill incorporating such charter or amendments, the charter or amendments shall again be presented to the voters for their approval or submitted to a public hearing pursuant to § [15.2-202](#) before reintroduction in the General Assembly.

§ 15.2-202. Public hearing in lieu of election; procedure when bill not introduced or fails to pass in General Assembly.

In lieu of the election provided for in § [15.2-201](#), a locality requesting the General Assembly to grant to it a new charter or to amend its existing charter may hold a public hearing with respect thereto, at which citizens shall have an opportunity to be heard to determine if the citizens of the locality desire that the locality request the General Assembly to grant to it a new charter, or to amend its existing charter. At least ten days' notice of the time and place of such hearing and the text or an informative summary of the new charter or amendment desired shall be published in a newspaper of general circulation in the locality. Such public hearing may be adjourned from time to time, and upon the completion thereof, the locality may request, in the manner provided in § [15.2-201](#), the General Assembly to grant the new charter or amend the existing charter and the provisions of § [15.2-201](#) shall be applicable thereto.

If a bill incorporating such charter or amendments is not introduced at the succeeding session of the General Assembly, the authority of the locality to request such charter or amendments by reason of such public hearing shall thereafter be void. If at such session members of the General Assembly fail to enact and do not carry over or pass by indefinitely a bill incorporating such charter or amendments, the charter or amendments may again be submitted to a public hearing in lieu of an election as provided hereinabove before reintroduction in the General Assembly.

The locality requesting a new or amended charter shall provide with such request a publisher's affidavit showing that the public hearing was advertised and a certified copy of the governing body's minutes showing the action taken at the advertised public hearing.

Process for Amending the Charter

Option 1

- A. Hold an election to determine if the voters support the Town requesting the General Assembly to amend the existing charter.
- B. At least ten days prior to the holding of the election, the text or an informative summary of the charter amendment must be published in a newspaper of general circulation in the Town.
- C. If a majority of the voters voting in the election vote in favor of the request to amend the charter, the Town then transmits two certified copies of the results of the election together with the publisher's affidavit and the proposed amendments to the existing charter, to one or more members of the General Assembly representing such the Town for introduction as a bill in the next session of the General Assembly.

Option 2

- A. The Town Council holds a public hearing about amending the charter; citizens have the opportunity to be heard to determine if the citizens of the Town support the Town requesting the General Assembly to amend its existing charter.
- B. The Town must provide at least ten days' notice of the time and place of the public hearing and the text or an informative summary of the proposed charter amendment must be published in a newspaper of general circulation in the Town.
- C. Following the public hearing, the locality may request that the General Assembly amend the existing charter.
- D. The Town must provide a publisher's affidavit showing that the public hearing was advertised and a certified copy of the governing body's minutes showing the action taken at the advertised public hearing.

Conclusion

I attach the 2021 calendar of the Virginia General Assembly. If Council would like to move forward with a charter amendment, Option 2 would be most cost-effective. The Town Council would need to advertise a public hearing and submit the proposed charter amendment to Delegate Ransone or Senator McDougle as soon as possible. While the legislative calendar indicates a deadline of November 30th, in order to try to amend the charter during the 2021 session, Council would need to advertise a public hearing on the 6th of October, conduct the public hearing

at a special meeting as soon as possible on or after October 16th, and then immediately transmit the paperwork to either Delegate Ransone or Senator McDougle. I also recommend contacting Delegate Ransone and/or Senator McDougle prior to initiating this process to ensure that the proposed timeline is acceptable. A draft advertisement for a public hearing is attached to this Memo.

Town of Bowling Green, Virginia

Notice of Public Hearing

Proposed Charter Amendment to Reduce Number of Council Members to Five

A public hearing will be held by the Bowling Green Town Council on _____ beginning at 7:00 PM in the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, to receive comments on whether to request a charter amendment in order to reduce the number of members of the Bowling Green Town Council from seven to five. All interested persons are encouraged to attend the meeting and provide comments. If special accommodations are needed in order to participate, please contact the Town Manager in advance of the meeting. Comments may be submitted in advance of the public hearing and will become part of the record. Citizens may also participate electronically by _____. Documents related to the proposed charter amendment are available for public inspection weekdays from 9:00 AM until 5:00 PM at the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, 22427. Questions may be directed to Town Hall 804-633-6212.

NOVEMBER 2020

2021 Session – Prefiling period
Adopted by the General Assembly

SUN	MON	TUES	WED	THURS	FRI	SAT
1	2	3	4	5	6	7
<i>Prefiling begins Monday, July 20, 2020</i>						
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 All requests for drafts of legislation to be prefiled to Legislative Services by 5:00 p.m.					

Virginia General Assembly Session Calendar

DECEMBER 2020

2021 Session – Prefiling period
Adopted by the General Assembly

SUN	MON	TUES	WED	THURS	FRI	SAT
		1	2	3 Last day for committees to act on legislation continued from the 2020 Regular Session (Thursday, December 3 by midnight)	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31 All drafts of legislation to be prefiled available for review by midnight		

JANUARY 2021

2021 Session – Prefiling period
Adopted by the General Assembly

SUN	MON	TUES	WED	THURS	FRI	SAT
					1	2
3	4	5	6	7	8 All requests for drafts, redrafts, and corrections of legislation creating or continuing a study to Legislative Services by 5:00 p.m.; All requests for redrafts and corrections for legislation to be prefiled to Legislative Services by 5:00 p.m.	9
10	11	12 All drafts of legislation to be prefiled available by noon	13 (1) Prefiling ends at 10:00 a.m.	14 (2)	15 (3)	16 (4)
17 (5)	18 (6)	19 (7)	20 (8)	21 (9)	22 (10)	23 (11)
24 (12)	25 (13)	26 (14)	27 (15)	28 (16)	29 (17)	30 (18)
31 (19)						

Virginia General Assembly Session Calendar



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: VDOT Updates
ITEM TYPE: Presentation
PURPOSE OF ITEM: Information Only
PRESENTER: Hon. Mayor Satterwhite, jasonsatterwhite@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

On September 22 Mayor Satterwhite and Town Staff met with Kyle Bates, Resident Engineer for the Fredericksburg Residency to discuss concerns raised buy Council and the Public. Discussion included:

- Sidewalks on N. Main Street and Maury Avenue that still have not been repaired.
- Defective/crumbling areas in streets that were Cape Sealed
- Paving of the former median at the stoplight at N. Main Street and Broaddus Ave
- Marking "End of 25 mph" zones (or some other visual que) on Main Street when leaving Town
- New crosswalk on N. Main Street near entrance to Bowling Green Suites

Result of meeting:

Staff sent Mr. Bates the crosswalk proposal as submitted by David Beale last December to which he will follow up. He has committed to using specific funds to complete the sidewalk repairs on Main Street and Maury Ave, the project manager has assessed sidewalks and is prioritizing areas.

Mr. Bates assessed the Cape Sealed streets himself on 9/22, we are awaiting a response as to VDOT's solution. He will also consider the transition of 25 mph zones and recommend a solution.

ATTACHMENTS:

None

REQUESTED ACTION:

None.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: National Night Out
ITEM TYPE: Presentation
PURPOSE OF ITEM: Information Only
PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

The Bowling Green Police Department is hosting National Night Out at the Play Ground on Tuesday October 6th from 5 – 7 p.m. There will be a DJ and free food courtesy of Caroline Manor Apartment Management.

ATTACHMENTS:

None

REQUESTED ACTION:

None.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Closed Meeting - 123 S. Main Street Sewer

ITEM TYPE: Presentation

PURPOSE OF ITEM: Discussion Only

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Motion to go into Closed Meeting pursuant to Va. Code 2.2-3711(A)(8) for consultation with the Town Attorney about a specific legal matter – damage to 123 South Main St. & Kelvic contract for water/sewer line replacements.

ATTACHMENTS:

None.

REQUESTED ACTION:

None.