



**TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING**

**A G E N D A**

**Thursday, October 03, 2019  
7:00 PM**

**CALL TO ORDER AND QUORUM ESTABLISHED:**

**DELEGATIONS:**

- 1. Andy Crocker - SERCAP, Inc.

**PUBLIC COMMENTS:**

**STAFF REPORTS & PRESENTATIONS:**

- 2. Bowling Green Police Department Monthly Report to Council September 2019
- 3. Public Works Monthly Report to Council September 2019
- 4. Events & Economic Development Coordinator Monthly Report to Council September 2019
- 5. Town Clerk/Treasurer's Monthly Report to Council September 2019
- 6. Town Manager's Monthly Report to Council September 2019

**CONSENT AGENDA:**

- 7. September 2019 Bills
- 8. R-2019-009 – Resolution to accept donation
- 9. R-2019-010 – Resolution of appreciation
- 10. O-2019-005 – Amendment to enhanced speeding fines

**UNFINISHED BUSINESS:**

- 11. Invocation Policy

**NEW BUSINESS:**

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

**INFORMATIONAL ITEMS:**

**ADJOURNMENT**



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

**AGENDA ITEM:** Andy Crocker - SERCAP, Inc.  
**ITEM TYPE:** Presentation  
**PURPOSE OF ITEM:** Information Only  
**PRESENTER:** Reese Peck, townmanager@townofbowlinggreen.com  
**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Andy Crocker is the Virginia State Manager for Southeast Rural Community Assistance Project, Inc. (SERCAP), an organization that promotes affordable water and wastewater facilities. He will be discussing water distribution systems in communities similar to Bowling Green and setting sustainable rate structures to adequately fund improvements and operations.

Mr. Crocker will also discuss a training course he offers to governing boards in relation to the technical, managerial, and financial capacity of running a utility system.

**ATTACHMENTS:**

None

**REQUESTED ACTION:**

None



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

**AGENDA ITEM:** Bowling Green Police Department Town Council Report September 2019

**DATE:** 9/27/19

**PREPARED BY:** Chief David Lipscomb

**MONTHLY REPORT / PROJECT UPDATE:**

**Statistical Data for September 2019:**

117 Virginia Uniform Summonses Issued (30 Summonses issued for cell phone use in a work zone)

5 Suspended Drivers

1 Wanted person arrested

23 Calls for Service

22 Park Walk and Talk

7 Motorist Assist

31 Advice Calls

1 Animal Control Calls

5 Court Appearances

**Chief's Report:**

Attended annual Mothers Against Drunk Driving Awards banquet on 9/27/19.

Continued the process to install a VCIN/NCIC terminal at the police department.

Started a grant application for a police golf cart.

Assigned personnel to fall Music on the Green and Fall Clean Sweep.

**ATTACHMENTS:**

None

**HEADS UP ITEMS:**

Police Policy Manual Needs to be completed.



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

**AGENDA ITEM:** Public Works Monthly Report for September 2019

**DATE:** September 26, 2019

**PREPARED BY:** Billy Deavers

**MONTHLY REPORT / PROJECT UPDATE:**

**Water**

- Monthly Bac-T samples and the required yearly samples were collected and sent off
- There was one water leak on September 2<sup>nd</sup> at 130 Maury St, this was repaired by David Brooks
- Repairing broken/misaligned hydrant valve boxes as needed
- Still working on hydrant maintenance and flushing
- All of the lead and copper samples were picked up from customers and taken to lab, where they forward directly to the State

**Wastewater**

- Finished up painting and clearing debris from the old Filter Building at the Plant
- White Oak Electric repaired a blown airline and connection in the Sand Filter Control Panel
- Assisted Kelvic Co. with maintaining sewer flow for line tie in work on Milford Street
- Operators have continued studying for Class 4 exam, including being administered practice exams
- AIS finished work on our Oxidation Ditch. All equipment has been returned, installed and operating smoothly
- The Plant is still running well, with no exceptions to report at this time

**Public Works**

- Set up and tear down for Music on the Green, USO Dance and meetings
- Sidewalks were edged throughout Town, and normal grass cutting was done
- Ordering and preparing for the upcoming Harvest Festival
- The abandoned Well House on Maury was painted and secured

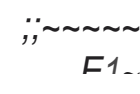




COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
DISCHARGE MONITORING REPORT (DMR)

DEPT. OF ENVIRONMENTAL QUALITY  
(REGIONAL OFFICE)

Northern Regional Office  
13901 Crown Court  
Woodbridge, VA 22193



ADDRESS (INCLUDE  
ATTENTION IF DIFFERENT)

NAME: Bowling Green Wastewater Treatment Plant  
ADDRESS: c/o Town of Bowling Green  
Bowling Green, VA 22427  
FACILITY: 219 Anderson Ave  
LOCATION: Bowling Green, VA 22427

I	VA0020737	II	001	I	
PERMIT NUMBER AND DISCHARGE NUMBER					
MONITORING PERIOD					
YEA	MO	DAY	YEAR	MO	DA
FROM	2019	08	01	TO	2019 08 31

NOTE: READ PERMIT AND GENERAL INSTRUCTIONS BEFORE COMPLETING THIS FORM

Parameter	REPORTED	QUANTITY OR LOADING		UNITS	MINIMUM	QUALITY OR CONCENTRATION		UNITS	NO. EX.	FREQUENCY OF ANALYSIS	SAMPLE TYPE	LAB CODE
		AVERAGE	MAXIMUM			AVERAGE	MAXIMUM					
LOW	REPORTED	0.082	0.113	MGD	0.01	0.01	0.01		0	CONT	TIRE	
ARAM CODE: 001	REQMNT	0.25	NL							CONT	TIRE	
H	REPORTED	*****	*****		7.0	7.8		SU	0	IDAY	GRAB	
ARAM CODE: 002	REQMNT				6.0	9.0				IDAY	GRAB	
SS	REPORTED	0.13	0.34	KGID	0.05	1.2		MGIL	0	ID/W	SHC	
ARAM CODE: 004	IREQRMNT	9.5	14		0.5	10				ID/W	8He	
DO	REPORTED	*****	*****		6.5	*****		MGH	0	IDAY	GRAB	
ARAM CODE: 007	IREQRMN				5.0					IDAY	GRAB	
KN (N-KIEL)	REPORTED	0.23	0.27	KGID	0.07	0.84		MGH	0	ID/W	8HC	
ARAM CODE: 068	IREQRMN	2.8	4.2		1.0	4.5				ID/W	8He	
IE-COLI	REPORTED	*****	*****		1	*****		MGH	0	ID/W	GRAB	
ARAM CODE: 120	IREQRMN				126					ID/W	GRAB	
BODS	REPORTED	<QL	<QL	KGID	0.01	<QL		MGH	0	ID/W	8HC	
ARAM CODE: 159	IREQRMN	9.5	14		10	15				ID/W	8HC	

OUTFALL-SPECIFIC COMMENTS: meter, we had Technician out the same day. Because of this BOD<sub>5</sub>-VCT, WII showed a very low Effluent reading (minimum)

BYPASSES: 0 C-E-L-CES TOTAL FLOW(M.Gal) TOTAL BODS(KG.) OPERATOR IN RESPONSIBLE CHARGE

William Deavers

PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT TELEPHONE (804)221-1834

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Status	Address #	Street Name	Work Type	Date Flagged	Description
New Request	206	N Main St	Landscaping	9/25/2019 2:00:00 PM	Water Planters
Complete	0	North Main	Sidewalks	9/24/2019 12:15:26 PM	Edging sidewalks from the traffic light to the pool 17052 Elm St
Complete	17052	Elm St	Service Disconnect	9/23/2019 1:57:11 PM	Turn water off home sold 09/11/2019 107 Butler St
New Request	107	Butler St	Landscaping	9/23/2019 9:16:12 AM	pull the grass at the playground and get more mulch before the Harvest Festival per Jason. thanks Judy
Complete	0	East Broaddus	Sidewalks	9/23/2019 8:48:17 AM	Edging sidewalks
Complete	205	North Main St.	Other - Water Utility	9/20/2019 9:45:12 AM	Cut water off to have water heater replaced
Complete	104	North Main St.	Other - PW	9/20/2019 7:56:37 AM	Water planters 120 W. Broaddus Ave
Complete	120	W Broaddus Ave	Garbage	9/19/2019 3:25:36 PM	take new trash can please
Complete	124	North Main	Other - Water	9/19/2019 3:01:17 PM	Check meter for Apt 9
Complete	14397	Crystal Ct	Locate Valve	9/19/2019 2:58:47 PM	Locate valve had to dig up valve box and move it over to get tool on nut 163 Lee Street
Complete	163	Lee St	Meter Re-Read	9/19/2019 2:56:01 PM	Meter re-read due to high usage Thanks
In Progress	18025	Harding Drive	Other - Water Utility	9/19/2019 12:46:28 PM	Check for leak in meter box
In Progress	18053	Harding Drive	Other - Water Utility	9/19/2019 12:45:44 PM	Check for leak in meter box 117 Butler Street
New Request	117	Butler St	Cleaning	9/19/2019 12:00:54 PM	Clean up back storage room with Tracy Thanks 124 N Main St Apt 9
Complete	124	N Main St	Meter Re-Read	9/19/2019 11:59:29 AM	meter re-read due to high bill
Complete	17485	Jackson	Meter Read	9/19/2019 9:52:18 AM	Check meter for leak
Complete	117	Butler St.	Mowing	9/19/2019 9:49:25 AM	Mow Town Hall and trim bushes
Complete	145	Martin St	Locate Valve	9/18/2019 1:45:40 PM	Locate hydrant valve
Complete	214	VA-207-BR	Locate Valve	9/18/2019 1:33:08 PM	Locate hydrant valve and exercise
Void	214	VA-207-BR	Other - Water Utility	9/18/2019 1:32:10 PM	
New Request	0	Cedar Lane	Other - Water Utility	9/18/2019 1:32:05 PM	VDOT is coming to find water valve it has been covered with asphalt 117 Butler Street
Complete	117	Butler St	Special Events Set-up	9/18/2019 12:08:10 PM	Get large American Flag from Jo's office cart (in black garbage bag) and hang as a backdrop on Town Hall stage.
New Request	0	Town Streets	Other - PW	9/18/2019 11:01:26 AM	Set up (14) round tables with (8) chairs at each table; (7) on each side of the hall; Set up (3) rectangular tables in front of stage; Set up (1) rectangular table by the double doors; Refer to floorplan Front Room - Set up (1) rectangular table in middle of room with (4) chairs.
Complete	17485	Jackson Dr	Meter Re-Read	9/18/2019 9:43:39 AM	Called to get a date to have streets swept for Harvest Festival 17485 Jackson Dr
Complete	0	Lacy Lane, Oakridge,301 Liftstations	Pump Station	9/18/2019 7:00:16 AM	Meter re-read due to large usage
Complete	0	South Main	Sidewalks	9/18/2019 6:56:58 AM	Add degreaser and hose Liftstations
Complete	0	South Main	Sidewalks	9/18/2019 6:56:21 AM	Finish edging South Main St.
Complete	18025	Harding Dr	Meter Read	9/16/2019 1:49:59 PM	Edge sidewalks from Milford St. to Maury and Gill St Reread meter 117 Butler Street
Void	117	Butler St	Building Maintenance	9/16/2019 1:48:19 PM	Hang bulletin board in TH office Thank you
Complete	103	North Main and 117 Butler St.	Other - PW	9/16/2019 1:47:49 PM	Move thirty chairs from 103 to 117 18025 Harding Drive
Complete	18025	Harding Dr	Meter Re-Read	9/16/2019 1:32:10 PM	Meter re-read customer complaint high usage
Void	219	Anderson Ave	Repairs	9/16/2019 12:14:07 PM	
Complete	0	North Main	Landscaping	9/16/2019 12:11:40 PM	Edging from Davis Court to Broaddus Ave both sides of the street 117 Butler Street
Complete	117	Butler St	Other	9/13/2019 3:09:19 PM	Replace Filters in Town Hall and Clean filters in air units in Ballroom
Complete	124	Milford St.	Sewer CCTV	9/12/2019 8:51:49 AM	Camera sewer line for Kelvic
Complete	119	Anderson Ave	General Maintenance	9/11/2019 3:03:30 PM	Clean bathroom and sweep lab
Complete	206	N Main St	Landscaping	9/11/2019 2:00:00 PM	Water Planters
Complete	0	Old Maury well	Building Maintenance	9/11/2019 11:19:58 AM	Paint the old Maury well house
Complete	0	Medians at South Main	Mowing	9/11/2019 11:18:49 AM	
Complete	0	Bowling Green Meadows Park	Mowing	9/11/2019 11:18:28 AM	Mow Meadows Park
Complete	0	Police Department and playground,well 1	Mowing	9/11/2019 11:17:51 AM	Mow the grass

Complete	117	Butler St.	Mowing	9/11/2019 11:17:04 AM	Mow Town Hall
Complete	120	Anderson Ave	Other - PW	9/11/2019 11:14:14 AM	Mark utilities
Complete	223	Milford St.	Other - PW	9/11/2019 11:13:40 AM	Mark utilities
Complete	16010	Harrisonway	Other - PW	9/11/2019 11:13:02 AM	Mark utilities
Complete	117	Butler St.	Other - PW	9/10/2019 1:25:27 PM	Clean gravel from front of building
Complete	117	Butler St	Other - PW	9/10/2019 1:01:57 PM	117 Butler St On 09-12-2019 please come and set up meeting for Community Heart & Soul. I will have a sketch on my desk. Judy 239 N Main Street Apt 4
Complete	239	N Main St	Building Maintenance	9/10/2019 10:41:11 AM	Please disconnect water service to this location. thank you
Complete	16402	Heritage Pines Circle	Meter Read	9/9/2019 11:38:16 AM	Reread 16402 Apt D
Complete	124	North Main St.	Meter Read	9/9/2019 11:36:57 AM	Pull meters get correct information touch read and meter numbers 375 Roper Drive
Complete	375	Roper Dr	Service Disconnect	9/9/2019 9:35:42 AM	Disconnect Service customer has a leak
Complete	17129	and 17052 Elm St.	Meter Read	9/4/2019 10:44:32 AM	Thank you
Complete	0	CM 1E,163 Lee St.	Meter Read	9/4/2019 9:38:30 AM	Meter reread
Complete	117	Butler St	Mowing	9/4/2019 9:35:42 AM	Rereading meters
Complete	206	N Main St	Landscaping	8/28/2019 2:00:00 PM	Mow Town Hall
Complete	213	W Broaddus Ave	Other - PW	8/28/2019 12:03:09 PM	Water Planters 213 W. Broaddus Ave
					Leave gate open Thursday morning so trash cans can be delivered



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

**AGENDA ITEM:** Events & Economic Development Coordinator Council Monthly Report for September 2019

**DATE:** 09/30/19

**PREPARED BY:** Jo-Elsa Jordan

**MONTHLY REPORT / PROJECT UPDATE:**

Music on the Green – (2) Event days in September – 9/6, 9/13

- Cancel 9/6 concert for inclement weather forecast
- Coordinate with Town business office for entertainers' payment
- Coordinate with Public Works for tent/stage set up.
- Social media promotion
- Coordinate with entertainers for parking, unloading/loading, access, etc.
- Coordinate with BGVMS for Community Heart & Soul booth.
- Transport corn hole boards
- Stage mentions/announcements

Community Heart & Soul

- Create/print posters for public meeting on 9/12/19 (See attached)
- Create event on Facebook
- Print hand-outs for public meeting
- Event room set-up with Public Works (tables, chairs, projector)
- Purchase cookies and bottled water
- Attend public meeting

USO Big Band Concert & Dance (Saturday, Sept. 21)

- Pick-up tickets from printer
- Monitor event ticket sales on EventBrite
- Pick-up wall lighting from Leap AV
- Order food and beverages for Fredericksburg Big Band
- Secure ABC license
- Event set up; coordinate with Public Works (tables, chairs, linens, center pieces, lighting, bunting, American flag.)
- Coordinate with Caroline Historical Society on ticket sales and event day volunteers.
- Track expenditures/revenue (See attached.)

Fall Clean Sweep (Saturday, Sept. 28)

- Coordinate with office staff for list of participants
- Coordinate with Goodwill for pick up
- Create map (See attached)
- Distribute map
- Install Clean Sweep directional signage
- Load donation items with volunteers
- Collect directional signage and transport to Cedar Lane warehouse

## Harvest Festival

- Facebook promotion
- Distribute Harvest Festival posters
- Update Town website with Car Show and Bike Show registration forms
- Vendor Recruitment
- Review/Approve vendor applications
- Update Vendor Spreadsheet
- Coordinate with Town Clerk to process vendor payment
- Secured \$1,000 sponsorship from Dominion Energy Foundation
- Secured \$1,200 sponsorship from McKesson
- Secured \$1,500 sponsorship from Kelvic Construction
- Secured \$500 sponsorship from REC
- Secured \$500 sponsorship from Atlantic Broadband
- 2019 SPONSORSHIP TOTALS: \$4,700.00
- Coordinate with Car Show coordinator for winning categories as needed for trophies.
- Coordinate with Bike Show coordinator for winning categories as needed for trophies.
- Order trophies from MVP Awards for pick up on 10/18/19
- Order port-o-potties from Local Services; coordinate delivery time for 10/18/19
- Order pumpkin decorating supplies from Oriental Trading
- Coordinate with manufacturer for design and fabrication of Harvest Festival banner.
- Coordinate with Public Works to install Harvest Festival banner
- Develop script for radio spots on B101.5, review and approve. \*Radio ads run 10/3/19 – 10/20/19
- Recruit volunteer team for vendor check-in
- Coordinate with Farmers Market for minimum requirement for participation at Harvest Festival.
- Request quote from the Free Lance-Star for print advertising
- Coordinate volunteers for the Antique Tractor Show
- Order 300 pumpkins for McKesson's pumpkin decorating station
- Coordinate with business owners to secure complimentary sales space

## Christmas Parade of Lights

- Update 2019 registration form
- Upload registration form on website.

## Economic Development Authority

- Call special meeting for 9/13/19
- Prepare agenda
- Record minutes
- Coordinate with Vice Chairman for instructions to legal counsel at Williams Mullen
- Coordinate with legal counsel for communication to hotel developer prospects
- Draft letter from Vice Chairman to Board of Directors for Atlantic Union Bank (See attached)
- Cancel regularly scheduled meeting for 9/23/19

## **ATTACHMENTS:**

See attached

## **HEADS UP ITEMS:**

# Community Heart & Soul®

— Guided by what matters most —

## PUBLIC MEETING

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Thursday, September 12, 2019

6:30 P.M. – 7:30 P.M.

### Town Hall

117 Butler Street, Bowling Green, Virginia

*Interested in seeing Bowling Green thrive as a vibrant community?*

*Does Bowling Green matter to you?*

*Do you have ideas about what Bowling Green could be?*

**Your feedback matters!**

Join Bowling Green Virginia Main Street (BGVMS) as we launch *Community Heart & Soul* – a national revitalization program designed to bring communities together, creating a strong and economically vibrant place to live, work, shop and play.

## USO Big Band Concert & Dance 2019

### EXPENDITURES:

- Paper products (i.e. cups, plates, bowls, etc.) donated by Caroline Historical Society
- Snacks/Beverages/Set-Ups donated by Caroline Historical Society
- Linens – Donated by Tracy Wright
- Lighting – Donated in-kind by Leap Audio Visual
- \$250.00 - Fredericksburg Big Band
- \$148.62 – Subway/Food Lion (Entertainment Contract)
- \$134.13 - Printing
- \$85.00 - ABC License
- \$23.85 (A&M Hardware)
- \$17.72 - Sales Tax
- \$1.10 – Credit Card Processing Fee
- **\$660.42 TOTAL EXPENDITURES**

### REVENUES:

- \$351.90 – Cash
- \$206.31 – EventBrite (After Sales Tax – See attached)
- \$40.00 - Credit Card
- **\$598.21 - TOTAL REVENUE**

### BALANCE:

- **-\$62.21 NET REVENUE**





The Historic Town of  
**BOWLING GREEN**  
V I R G I N I A

John Lane, Vice Chairman  
Economic Development Authority of the Town of Bowling Green  
P.O. Box 468  
Bowling Green, Virginia 22427

September 16, 2019

Mr. Dan Hansen, Board of Directors  
Atlantic Union Bank  
8 Devonshire Drive  
Fredericksburg, VA 22401

Dear Dan,

The Bowling Green Town Council recently hired a full-time Economic Development Coordinator to assist the EDA and other organizations in the redevelopment and growth of Bowling Green's downtown business district as well as the Route 301 Commercial Corridor. In support of this objective, the EDA has successfully implemented Enterprise Zones and Opportunity Zones in town. Additionally, the Town of Bowling Green was recently accepted as a Commercial District Affiliate of Virginia Main Street. With a full-time employee dedicated to prospecting developers and new business, we believe Bowling Green is positioned for an economically vibrant future.

The Town of Bowling Green Business Offices are at capacity and our new Economic Development Coordinator is without an office at this time. When researching potential office space in town, we learned that the former Caroline Museum & Cultural Center, located at 109 Courthouse Lane, is owned by Atlantic Union Bank. On behalf of the Economic Development Authority, I am writing to request the Atlantic Union Bank Board of Directors' consideration of donating the building to the Bowling Green EDA to serve as an office for staff and meeting space.

Donating the property at 109 Courthouse Lane would not only give a presence to our organization and reiterate the momentum of economic growth in Bowling Green, it would also serve as a generous act toward sustaining the longtime community relationship between the Town of Bowling Green and the original home of Atlantic Union Bank's inception under Union Bank & Trust. As business builds and

population increases, we believe that providing our staff with resources to succeed is a win-win for the Town of Bowling Green and Atlantic Union Bank.

Thank you and your fellow board members for your most serious consideration of this request, Dan. We look forward to hearing back from you with hope that the success of Bowling Green is equally as important to the bank as it is to us.

Respectfully,

John Lane  
Vice Chairman

# 2019 FALL CLEAN SWEEP

## 2019 FALL CLEAN SWEEP

1. 332 N Main St
2. 302 N Main St
3. 121 E Broaddus Ave
4. 236 N Main St
5. 110 Sunset Dr
6. 127 Sunset Dr
7. BG Baptist Church
8. 203 N Main St
9. 114 Milford St
10. Calvary Baptist Church
11. 112 Martin St
12. 135 Martin St
13. 116 Anderson Ave
14. 242 Milford St
15. 108 S Main St
16. 134 Maury Ave
17. 121 Maury Ave
18. 117 Maury Ave
19. 109 Maury Ave
20. 139 Gill St
21. Gill Street - End
22. 123 S Main St
23. 228 Dickinson Ln
24. 223 Meadow Ln
25. 243 Meadow Ln
26. 244 Meadow Ln
27. Town Hall - 10+ SALES!
28. 111 Oak Ridge St
29. 122 Lakewood Rd
30. 190 Courthouse Ln



**\*PLEASE HAVE ALL ITEMS BOXED FOR GOODWILL PROMPTLY AT 1:00 P.M. FOR PICK-UP. (NO TV'S, MATTRESSES, BOX SPRINGS, DAMAGED FURNITURE.)**



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

**AGENDA ITEM:** Town Clerk/Treasurer's Monthly Report to Council September 2019

**DATE:** September 30, 2019

**PREPARED BY:** Melissa Lewis

**MONTHLY REPORT / PROJECT UPDATE:**

***Utility Billing:***

- Prepared utility bills, reviewed for accuracy, sent file to printing company for mailing.
- Researched customer accounts based on customer-initiated inquiries to determine possible leaks, billing errors, etc.
- Made adjusting entries when necessary based on research of customer accounts.
- Refunded Utility Deposits to customers that closed accounts.

***Payroll/Human Resources:***

- Prepared 2 bi-weekly payrolls to include: initiating of bank file for Direct Deposit payments, independent tracking of leave, preparation and distribution of direct deposit and leave statements to staff. Reporting and paying State and Federal Withholding, Social Security, and Medicare following each payroll.
- Prepared, reconciled, and submitted payment to VRS and ICMA-RC for VRS Hybrid Retirement Employees following each payroll.

***Treasurer/Financial:***

- Reviewed and posted Accounts Payable and Receivable transactions.
- Reviewed and reconciled bank deposits and online payments.
- Supplied USDA with requested information in relation to Sewer Replacement Project Funds Request.

***Town Clerk:***

- Responded to public in-person, telephone, and email inquiries regarding taxes, utilities, zoning, and other miscellaneous inquiries and complaints.
- Assisted Town Manager, Police Chief, and Public Works and Utilities staff in researching information pertaining to Town Code, policy, accounts payable transactions, and customer usage.

- Maintained a list of Agenda items for Town Council, recorded and prepared minutes, prepared packets for distribution

***Meetings attended:***

- September Town Council Meeting
- 4 weekly staff meetings
- Certified Planning Commissioner's Program
- 1 Meeting with CPA
- Virginia Association of Zoning Officials Conference

***Attachments:***

- September Town Hall Rental Report
- Revenue and Expense Summary

## TOWN HALL RENTALS

September 2019

<u>#USES</u>	<u>NAME OF USER</u>	<u>ACTIVITY</u>	<u>FEES</u>
20	Activities Program	Yoga/Pitaiyo	640.00
1	EDA Special Meeting	Meeting	N/C
1	DEQ	Meeting	N/C
1	Community Heart & Soul	Meeting	N/C
1	Private Party	Birthday	575.00
1	Town Council	Meeting	N/C
1	Planning Commission	Meeting	N/C
1	USO Dance	Dance	N/C
1	Private Party	Reunion	575.00
1	GWRC	Meeting	N/C
29	Totals		\$1790.00

FUND # -100 \*\*\*GENERAL FUND REVENUE\*\*\*

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	UNCOLLECTED
11010	***REAL ESTATE**	141,500.00	141,500.00	1,056.62	2,695.95	138,804.05	98.09
11020	***PUBLIC SERVICE***	4,500.00	4,500.00	.00	.00	4,500.00	100.00
11030	***PERSONAL PROPERTY***	55,500.00	55,500.00	70.92	486.38	55,013.62	99.12
11060	***PENALTY & INTEREST***	14,000.00	14,000.00	373.88	2,008.14	11,991.86	85.65
15010	INTEREST EARNED	1,000.00	1,000.00	420.00	420.00	580.00	58.00
16099	***REPULSE COLLECTION FEES***	86,700.00	86,700.00	.00	14,812.79	71,887.21	82.91
120101	SALES TAX	32,000.00	32,000.00	5,089.50	14,420.26	17,579.74	54.93
120201	CONSUMER UTILITY TAX	30,000.00	30,000.00	4,761.99	10,004.89	19,995.11	66.65
120301	BUSINESS LICENSE	85,000.00	85,000.00	801.12	1,529.20	83,470.80	98.20
120501	VEHICLE LICENSE FEES	27,650.00	27,650.00	100.00	948.43	26,701.57	96.56
120601	BANK STOCK TAX	150,000.00	150,000.00	.00	.00	150,000.00	100.00
121001	TRANSIENT OCCUPANCY TAX	4,500.00	4,500.00	423.73	1,131.33	3,368.67	74.85
121101	MEALS TAX	230,000.00	230,000.00	21,505.38	64,757.55	165,242.45	71.84
130306	***PERMITS, FEES AND LICENSES***	3,000.00	3,000.00	200.00	270.00	2,730.00	91.00
140101	***FINES AND FORFEITURES***	43,100.00	43,100.00	2,706.50	9,016.00	34,084.00	79.08
140120	***DONATIONS***	.00	.00	.00	500.00	500.00	100.00
150201	***RENTALS***	26,000.00	26,000.00	7,348.48	10,123.48	15,876.52	61.06
189000	** OTHER LOCAL REVENUE **	2,100.00	2,100.00	1,048.24	1,098.24	1,001.76	47.70
220108	ROLLING STOCK TAX	.00	.00	.00	43.30	43.30	100.00
220109	VA 599 POLICE FUNDING	23,000.00	23,000.00	6,369.00	6,369.00	16,631.00	72.30
220110	PTRA REIMBURSEMENT-STATE	22,000.00	22,000.00	.00	21,907.50	21,907.50	.42
220111	COMMUNICATIONS TAX	40,000.00	40,000.00	2,904.50	8,425.48	31,574.52	78.93
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**	78,544.00	78,544.00	1,921.08	3,822.32	74,721.68	95.13
999999	MISCELLANEOUS	.00	.00	3,095.69	4,427.88	4,427.88	100.00
--FUND TOTAL--		1,111,128.00	1,111,128.00	60,196.63	179,218.12	931,909.88	83.87

FUND # -300 \*\* CIP FUND REVENUE \*\*

15000	** REVENUE PR USE OF MONEY/PROP **	.00	.00	320,028.20	849,303.47	849,303.47	100.00
--FUND TOTAL--		.00	.00	320,028.20	849,303.47	849,303.47	100.00

FUND # -400 \*\*\*EVENTS AND ACTIVITIES\*\*\*

19050	HARVEST FESTIVAL	39,000.00	39,000.00	6,833.21	11,098.21	27,901.79	71.54
410501	GP TRANSFER IN	5,500.00	5,500.00	.00	.00	5,500.00	100.00
--FUND TOTAL--		44,500.00	44,500.00	6,833.21	11,098.21	33,401.79	75.06

FUND # -420 \*\*\*DEBT SERVICE\*\*\*

410501	USE OF FUND BALANCE	216,000.00	216,000.00	.00	.00	216,000.00	100.00
--FUND TOTAL--		216,000.00	216,000.00	.00	.00	216,000.00	100.00

9/30/2019

\*G1060AA\*

TOWN OF BOWLING GREEN  
REVENUE SUMMARY  
7/01/2019 - 9/30/2019

TIME 16:37

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE UNCOLLECTED
FUND # -500 ***WATER REVENUE***						
16099	***WATER REVENUE***	413,662.00	413,662.00	6,110.29	62,115.83	351,546.17 84.98
-- FUND TOTAL--		413,662.00	413,662.00	6,110.29	62,115.83	351,546.17 84.98
FUND # -520 ** SEWER OPERATIONS **						
16099	SEWER SALTS	422,250.00	422,250.00	26,379.87	96,663.91	325,586.09 77.10
-- FUND TOTAL--		422,250.00	422,250.00	26,379.87	96,663.91	325,586.09 77.10
-- FINAL TOTAL--		2,207,540.00	2,207,540.00	419,548.20	1,198,399.54	1,009,140.46 45.71



\*GL060AA\*  
 TOWN OF BOWLING GREEN  
 EXPENDITURE SUMMARY  
 7/01/2019 - 9/30/2019

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAINING %
<b>FUND # -100 ***GENERAL FUND EXPENDITURES***</b>								
12110	***COUNCIL AND ADMINISTRATOR EXPENSES	275,169.00	275,169.00	20,338.17	70,681.48	.00	204,487.52	74.31
12410	***PRESIDENT'S EXPENSES***	211,874.00	211,874.00	32,908.55	69,008.40	.00	142,865.60	67.42
31100	***POLICE DEPT. EXPENSES***	131,581.00	131,581.00	9,299.71	34,391.25	.00	97,189.75	73.86
31200	***POLICE DEPT RESTRICTED FUNDS***	3,000.00	3,000.00	.00	.00	.00	3,000.00	100.00
32000	***DONATIONS***	13,000.00	13,000.00	.00	.00	.00	13,000.00	100.00
43100	***PUBLIC WORKS***	289,055.00	289,055.00	24,610.48	75,147.39	.00	213,907.61	74.00
410501	***TRANSFERS OUT***	187,500.00	187,500.00	.00	.00	.00	187,500.00	100.00
	--FUND TOTAL--	1,111,179.00	1,111,179.00	87,156.91	249,228.52	.00	861,950.48	77.57
<b>FUND # -300 ***CIP EXPENDITURES***</b>								
300100	***CAPITAL PROJECTS FUND (GP)***	.00	.00	340,324.16	605,712.69	.00	605,712.69	100.00
	--FUND TOTAL--	.00	.00	340,324.16	605,712.69	.00	605,712.69	100.00
<b>FUND # -400 ***EVENTS AND ACTIVITIES***</b>								
71200	EVENTS COORDINATOR	44,450.00	44,450.00	2,995.00	7,846.35	.00	36,603.65	82.34
	--FUND TOTAL--	44,450.00	44,450.00	2,995.00	7,846.35	.00	36,603.65	82.34
<b>FUND # -420 ***DEBT SERVICE***</b>								
500400	***DEBT SERVICE***	216,000.00	216,000.00	17,938.00	53,814.00	.00	162,186.00	75.08
	--FUND TOTAL--	216,000.00	216,000.00	17,938.00	53,814.00	.00	162,186.00	75.08
<b>FUND # -500 ***WATER EXPENDITURES***</b>								
500100	***WATER OPERATIONS***	397,388.00	397,388.00	21,243.65	85,230.29	.00	312,157.71	78.55
	--FUND TOTAL--	397,388.00	397,388.00	21,243.65	85,230.29	.00	312,157.71	78.55
<b>FUND # -520 ***SEWER OPERATIONS***</b>								
500100	***SEWER OPERATIONS***	422,250.00	422,250.00	51,436.48	113,972.25	.00	308,277.75	73.00
	--FUND TOTAL--	422,250.00	422,250.00	51,436.48	113,972.25	.00	308,277.75	73.00
	--FINAL TOTAL--	2,191,267.00	2,191,267.00	521,094.20	1,115,804.10	.00	1,075,462.90	49.07



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

**AGENDA ITEM:** Town Manager's Monthly Report for September 2019  
**DATE:** 9/30/19  
**PREPARED BY:** Reese Peck

**MONTHLY REPORT / PROJECT UPDATE:**

Meeting:

Town Council: Policy & Budget.

Commission and Authority Meetings: Planning Commission

Other Meetings: Weekly sewer project updates and monthly sewer project coordination meeting; George Washington Regional Commission on GIS Mapping of Transportation Routes and Sidewalk for Regional Transportation Plan and Town Comprehensive Plan; and, Tetra Tech on the draft "Source Water Protection Plan."

**ATTACHMENTS:**

An update on the S. Main, Maury, Milford, and Dorsey sewer line replacement project:

- Project Schedule
- Look ahead calendar
- Delay Log
- Statement of Deposits and Withdrawals

**HEADS UP ITEMS:**

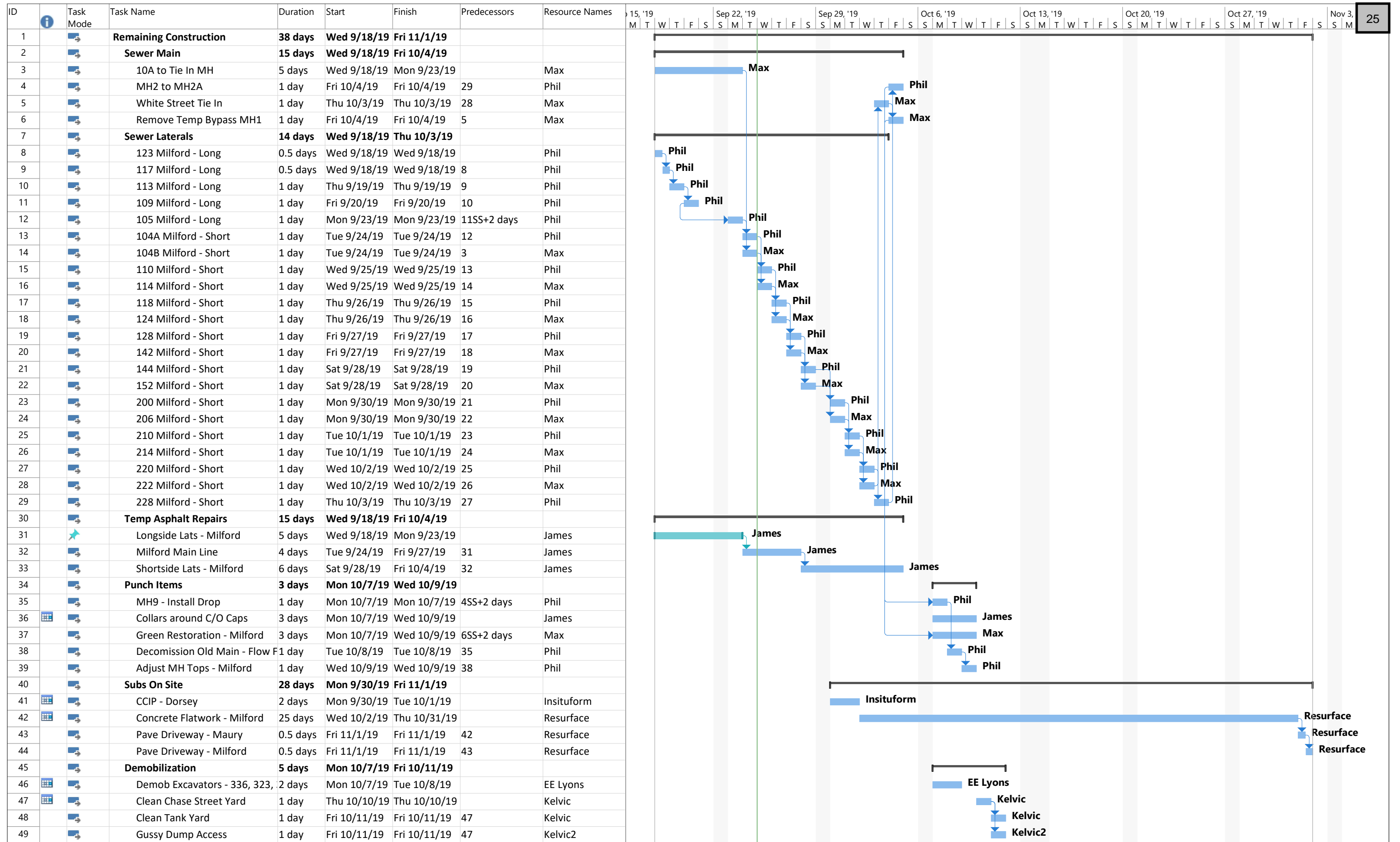
"Source Water Protection Plan" will be on next month's agenda for adoption.

# October 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
	CCIP - Dorsey, 2 days		Concrete Flatwork - Milford, 25 days			
	Shortside Lats - Milford, 6 days					
		210 Milford - Short,	220 Milford - Short,	White Street Tie In,	MH2 to MH2A, 1 da	
6	7	8	9	10	11	12
	Concrete Flatwork - Milford, 25 days					
	Demob Excavators - 336, 323, 330, 2 days			Clean Chase Street \	Clean Tank Yard, 1 c	
	Collars around C/O Caps, 3 days				Gussy Dump Access	
13	14	15	16	17	18	19
	Concrete Flatwork - Milford, 25 days					
20	21	22	23	24	25	26
	Concrete Flatwork - Milford, 25 days					
27	28	29	30	31		
	Concrete Flatwork - Milford, 25 days					

# November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					Pave Dri	Pave Dr
3	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



## Delay Summary

Weather Delays		
Month	Number of Days	Allowable Days
Sep-18	0.00	0.00
Oct-18	2.00	0.00
Nov-18	0.00	0.00
Dec-18	4.00	0.00
Jan-19	2.00	0.00
Feb-19	5.00	1.00
Mar-19	3.00	0.00
Apr-19	1.00	0.00
May-19	1.00	0.00
Jun-19	2.00	0.00
Jul-19	1.00	0.00
Aug-19	1.00	0.00
Sep-19		
Oct-19		
Nov-19		
<b>Weather Total</b>	<b>20.00</b>	<b>1.00</b>

Other Delays	
Month	Number of Days
*CO-4 Water Main	93.00
Oct-18	17.00
Nov-18	8.00
Dec-18	1.00
Jan-19	0.00
Feb-19	0.00
Mar-19	5.00
Apr-19	2.00
May-19	0.00
Jun-19	5.00
Jul-19	5.00
Aug-19	18.00
Sep-19	11.00
Oct-19	
Nov-19	
<b>Other Total</b>	<b>165.00</b>

Allowable Total	166.00
Recognized Extension - CO-01	0.00
Recognized Extension - CO-02	2.00
Recognized Extension - CO-03	35.00
Recognized Extension - CO-04	83.00
Recognized Extension - CO-05	2.00
Recognized Extension	0.00
<b>Unrecognized Total</b>	<b>44.00</b>
1 Day (Sunday) per 6 days	7
<b>Unrecognized Total Days with Sundays</b>	<b>51</b>

Current Final Completion Date 10/12/2019

**If Adjusted Final Completion Date  
(With Sundays) 12/2/2019**

**If Adjusted Final Completion Date  
(Without Sundays) 11/25/2019**

**Weather Delays - Bowling Green Sanitary Service Replacement Project**

<b>Date</b>	<b>Days</b>	<b>Allowable Days</b>	<b>Inches</b>	<b>Comment</b>
Monday, December 10, 2018	1.00	0.00		Snow prevented work
Friday, December 21, 2018	1.00	0.00	0.1	Rain prevented work
Friday, December 28, 2018	1.00	0.00	1	Rain prevented work
Monday, December 31, 2018	1.00	0.00	0.2	Rain prevented work
Monday, January 14, 2019	1.00	0.00		*Snow prevented work
Thursday, January 24, 2019	1.00	0.00	0.75	Rain prevented work
Monday, February 11, 2019	1.00	0.00	0.3	Rain prevented work
Tuesday, February 12, 2019	1.00	0.00	0.5	Rain prevented work
Saturday, February 16, 2019	1.00	0.00	0.17	Rain/Went in to make up rain day
Wednesday, February 20, 2019	1.00	0.00	4	Rain/Snow prevented work
Thursday, February 21, 2019	1.00	1.00	0.34	Rain prevented work
Friday, March 1, 2019	1.00	0.00	0.75	Rain prevented work
Thursday, March 21, 2019	1.00	0.00	1.39	Rain prevented work
Friday, March 22, 2019	1.00	0.00	0.01	too wet to work
Friday, April 5, 2019	1.00	0.00	0.56	Rain prevented work
Friday, April 26, 2019	1.00	0.00	0.83	Rain prevented work
Monday, May 13, 2019	1.00	0.00	0.54	Rain prevented work
Friday, June 7, 2019	1.00	0.00	0.25	Rain prevented work
Monday, June 10,	1.00	0.00	0.54	Rain prevented work
Tuesday, July 23, 2019	1.00	0.00	0.14	Rain prevented work
Friday, August 2, 2019	1.00	0.00	0.56	Rain prevented work
<b>Totals</b>	<b>21.00</b>	<b>1.00</b>		

## Other Delays - Bowling Green Sanitary Service Replacement Project

From	To	Days	Description	Location	Foreman
10/15/2018	11/8/2018	25	Constructability Issues - Email sent 10/15/2018 to Reid   Revised Plans Issued 11/8/2018		Smith
12/11/2018	12/11/2018	1	Hit unmarked water service - Loss of production due to repairs	Near MH3	Smith
3/13/2019	3/14/2019	2	Offset Watermain time not extended with CO-1	Near MH14	Simpson
3/25/2019	3/25/2019	0.5	Water Main Location Impacting production - 5 Horizontal feet away from CL of sewer should be 15+ feet away	Between MH8 & MH9	Smith
3/26/2019	3/26/2019	0.5	Water Main Location Impacting production - 5 Horizontal feet away from CL of sewer should be 15+ feet away	Between MH8 & MH9	Smith
3/26/2019	3/26/2019	0.5	Investigate blockage on existing sewer system, made temporary repair	Maury near MH14	Simpson
3/27/2019	3/27/2019	0.5	Water Main Location Impacting production - 5 Horizontal feet away from CL of sewer should be 15+ feet away	Between MH8 & MH9	Smith
3/28/2019	3/28/2019	0.5	Water Main Location Impacting production - 5 Horizontal feet away from CL of sewer should be 15+ feet away	Between MH8 & MH9	Smith
3/29/2019	3/29/2019	0.5	Water Main Location Impacting production - 5 Horizontal feet away from CL of sewer should be 15+ feet away	Between MH8 & MH9	Smith
4/1/2019	7/3/2019	93	*Water Main Conflict - Production stoppage until issue resolved - Safety Concern	MH9	Smith
4/1/2019	4/1/2019	0.5	Discovered leaking water service - Made point repair	130 Maury	Simpson
4/4/2019	4/4/2019	0.5	Discovered another leaking water service - Made repair	Maury	Simpson
4/8/2019	4/8/2019	0.5	Exposed leaking sewer lateral	Near MH15	Simpson
4/10/2019	4/10/2019	0.5	Repaired leaking water service	Near MH15	Simpson
6/18/2019	6/18/2019	2	Additional 6" Water Main Connection on Milford	5+00	Smith
6/25/2019	6/26/2019	2	Watermain Blew Apart while installing lateral (Watermain deteriorating)	S. Main	Simpson
6/26/2019	6/26/2019	1	Repair leaking watermain	Milford	Smith
7/25/2019	7/25/2019	1	Shoring box stuck in ground due to soil conditions	Near MH9	Max
7/26/2019	7/26/2019	1	Unknown utility - Water pipe leak	MH9	Max
7/29/2019	7/29/2019	1	Uncovered old water service - took additional time to work around	Near MH14	Simpson
7/30/2019	7/30/2019	1	Assist in chasing unproven sanitary lateral - (Non existent)	Maurey	Simpson
7/31/2019	7/31/2019	1	Unmarked waterline - took additional time to work around	Between MH9 & MH10	Max
8/7/2019	8/7/2019	1	Uncovered old water service - took additional time to work around	Between MH9 & MH10	Max
8/8/2019	8/8/2019	1	Uncovered old water service - took additional time to work around	Between MH9 & MH10	Max
8/9/2019	8/9/2019	1	Uncovered old water service - took additional time to work around	Between MH9 & MH10	Max
8/10/2019	8/10/2019	1	Uncovered old water service - took additional time to work around	Between MH9 & MH10	Max
8/14/2019	8/14/2019	1	Existing watermain crumbled; made repairs	147 Milford	Simpson
8/16/2019	8/16/2019	1	Uncovered old water service - took additional time to work around	Between MH9 & MH10	Max
8/16/2019	8/16/2019	1	Unlocatable cables - called in Miss-U 3hr ticket - lost day	Milford	Simpson
8/19/2019	8/20/2019	2	Stop pipework to accommodate (prep) for VDOT sub	Milford	Simpson
8/21/2019	8/21/2019	1	Excavate under old waterline	Between MH9 & MH10	Max
8/21/2019	8/21/2019	1	Investigate and install "Mystery" lateral near green area	Near Green Area	Simpson
8/22/2019	8/22/2019	1	Hand Dig under existing waterline	Between MH9 & MH10	Max
8/22/2019	8/22/2019	1	Work around existing waterline - impact to production	Milford	Simpson
8/23/2019	8/23/2019	1	Mismarked utility - Located by hand on new Miss-U marks	Milford	Simpson
8/24/2019	8/24/2019	1	Uncovered old water service - took additional time to work around	Between MH9 & MH10	Max
8/27/2019	8/27/2019	1	Unmarked waterline - took additional time to work around	Between MH9 & MH10	Max
8/28/2019	8/28/2019	1	Unmarked waterline - took additional time to work around	Between MH9 & MH10	Max
8/29/2019	8/29/2019	1	Unmarked waterline - took additional time to work around	Between MH9 & MH10	Max
9/9/2019	9/9/2019	1	Old Waterline broken and repaired	Between MH10 & 10A	Max
9/11/2019	9/11/2019	1	Uncovered old water service - took additional time to work around	Between MH10 & 10A	Max
9/11/2019	9/11/2019	1	Explore unknown lateral	Milford	Simpson
9/12/2019	9/12/2019	1	Uncovered old water service - took additional time to work around	Between MH10 & 10A	Max
9/13/2019	9/13/2019	1	Uncovered old water service - took additional time to work around	Between MH10 & 10A	Max
9/14/2019	9/14/2019	1	Uncovered old water service - took additional time to work around	Between MH10 & 10A	Max
9/16/2019	9/16/2019	1	Uncovered unmarked cable/utility - Met with VDOT/MISS-U	Between MH10 & 10A	Max
9/17/2019	9/17/2019	1	Explore unknown lateral	Milford	Simpson
9/18/2019	9/18/2019	1	Uncovered unmarked cast iron pipe - had to remove	Out of 10A	Max
9/20/2019	9/20/2019	1	Existing sewer line break	Existing MH	Max
9/21/2019	9/21/2019	1	Worked on lateral around existing waterline - impact to production	Milford	Simpson

**Totals 165.00**



Project: <b>Bowling Green - Sewer</b>																		
<b>STATEMENT OF DEPOSITS AND WITHDRAWALS</b>																		
Case# <b>54 022 *****4151</b>																		
Loan# <b>01 - 04</b>																		
Fund Code: <b>92 - 00</b>																		
Date	Description/Purpose	RD Loan	RD Grant	RD SEARCH	RD Grant overrun	0.00	0.00	0.00	Construction	Contingency	Engineer Basic	Engineering Inspection	Legal	Equipment	0.00	0.00	0.00	0.00
	Beginning Balances	630,503.53	1,475,000.00	0.00	100,000.00	0.00	0.00	0.00	2,019,144.15	115,192.88	24,566.50	36,000.00	600.00	10,000.00	0.00	0.00	0.00	0.00
6/3/19	pay request #8	-388,249.72							-388,249.72									
7/1/19	pay request #9	-242,253.81	-21,632.93						-263,886.74									
7/29/19	pay request #10		-265,388.53						-265,388.53									
7/10/19	change order #4							0.00	0.00									
7/10/19	change order #5							4,047.60	-4,047.60									
8/30/19	Pay Request #11		-320,028.20						-320,028.20									
8/30/19	Change order #6							12,010.95	-12,010.95									
9/30/19	Pay Request #12		-488,145.68						-467,849.72			-20,295.96						
	Column Totals	0.00	379,804.66	0.00	100,000.00	0.00	0.00	329,799.79	99,134.33	24,566.50	15,704.04	600.00	10,000.00	0.00	0.00	0.00	0.00	0.00
	Total Expense Columns							479,804.66	479,804.66									



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

**AGENDA ITEM:** September 2019 Bills  
**ITEM TYPE:** Consent Agenda  
**PURPOSE OF ITEM:** Decision - By Motion  
**PRESENTER:** Melissa Lewis, [towntreasurer@townofbowlinggreen.com](mailto:towntreasurer@townofbowlinggreen.com)  
**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Invoices for items purchased and services rendered in September 2019

**ATTACHMENTS:**

Check Reports:

- 9/6/19
- 9/12/19
- 9/13/19
- 9/20/19
- 9/23/19
- 9/27/19
- 

**REQUESTED ACTION:**

Approve invoices.

3

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24680	1036	ANDREWS MICHAEL	000	9/06/2019	400.00	.00
24681	117	BAI MUNICIPAL SOFTWARE	000	9/06/2019	5,093.00	.00
24682	1039	BIG DOG AUTOMOTIVE, LLC	000	9/06/2019	371.99	.00
24683	536	CAS SEVERN	000	9/06/2019	52.50	.00
24684	999999	DIKEY SHANNON	000	9/06/2019	150.00	.00
24685	341	DOMINION CHEMICAL CO	000	9/06/2019	309.50	.00
24686	932	IBM CORPORATION	000	9/06/2019	854.59	.00
24687	1040	KEYVIC CONSTRUCTION CO	000	9/06/2019	320,028.20	.00
24688	1028	MITCHELLE CARR MARKETING	000	9/06/2019	500.00	.00
		CLASS TOTAL			327,759.78	.00
		ACH TOTAL			.00	
		CHECK TOTAL			327,759.78	
		EPY TOTAL			.00	
		FINAL TOTAL			327,759.78	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 327,759.78- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P A/CRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH	G/L ACCOUNT DISC.	BATCH INV. DESCRIPTION
00000 001036	ANDREWS MICHAEL	20190906	9/06/2019		4400-071200-1230-	400.00	24660			MUSIC ON THE GREEN	00763 MOG
	DISC. TOTAL					.00	EPY PMT TOTAL				400.00
00000 000117	BAL MUNICIPAL SOFTWARE	WATS2019210073	9/06/2019		4100-012410-3320-	5,093.00	24661			COMPUTER LICENSES/SUPPORT	00763 1ST HALF FY20 SUPPO
	DISC. TOTAL					.00	EPY PMT TOTAL				5,093.00
00000 001039	BIG DOG AUTOMOTIVE, LLC	1524	9/06/2019		4100-043100-3311-	175.99	24682			VEHICLE MAINT	00763 TR #3 BATTERY
00000 001039		1524	9/06/2019		4500-500100-3311-	176.00	24682			VEHICLE MAINTENANCE	00763 TR #3 BATTERY
00000 001039		1525	9/06/2019		4100-043100-3311-	10.00	24682			VEHICLE MAINT	00763 TR#2 INSPECTION
00000 001039		1525	9/06/2019		4500-500100-3311-	10.00	24682			VEHICLE MAINTENANCE	00763 TR#2 INSPECTION
	DISC. TOTAL					.00	EPY PMT TOTAL				371.99
00000 000536	CAS SEVERN	434768	9/06/2019		4100-012410-3320-	52.50	24683			COMPUTER LICENSES/SUPPORT	00763 CONSOLE DISABLED
	DISC. TOTAL					.00	EPY PMT TOTAL				52.50
00000 999999	DIKEY SHANNON	THDR 2019-0810	9/06/2019		100-000200-3500-	150.00	24684			REFUNDS PAYABLE	00763 THDR 2019-0810
	DISC. TOTAL					.00	EPY PMT TOTAL				150.00
00000 000341	DOMINION CHEMICAL CO	46000331	9/06/2019		4520-500100-6004-	309.50	24685			LAB SUPPLIES/CHEMICALS	00763 SODIUM HYDROCHLORITE
	DISC. TOTAL					.00	EPY PMT TOTAL				309.50
00000 000932	IBM CORPORATION	Q8276KA	9/06/2019		4100-012410-3320-	351.83	24686			COMPUTER LICENSES/SUPPORT	00763 MAINTENANCE
00000 000932		Q8277KA	9/06/2019		4100-012410-3310-	502.76	24686			OFFICE EQUIPMENT	00763 LEASE
	DISC. TOTAL					.00	EPY PMT TOTAL				854.59
00000 001040	KELVIC CONSTRUCTION CO	11	9/06/2019		4300-300100-8700-	320,028.20	24687			REFINANCING AND USDA PROJECTS	00763 USDA
	DISC. TOTAL					.00	EPY PMT TOTAL				320,028.20
00000 001028	MICHELLE CARR MARKETING	0015	9/06/2019		4400-071200-1210-	500.00	24688			HARVEST FESTIVAL	00763 POSTER & DIGITAL IMA
	DISC. TOTAL					.00	EPY PMT TOTAL				500.00
	CHECK TOTAL					327,759.78				TOTAL	327,759.78
	CHECK TOTAL					.00				TOTAL	327,759.78

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 327,759.78 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24710	9999999	ALEXANDER JULIA	000	9/12/2019	137.02	.00
24711	9999999	AMATO JOSEPH	000	9/12/2019	3.64	.00
24712	9999999	COGHILL MICHAEL	000	9/12/2019	1.19	.00
24713	9999999	COLDWELL BANKER ELITE	000	9/12/2019	3.76	.00
24714	9999999	HOME INVESTORS OF AMERICA	000	9/12/2019	83.69	.00
24715	9999999	HONAKER JOSHUA	000	9/12/2019	24.86	.00
24716	9999999	IRONWOOD INVESTMENTS	000	9/12/2019	15.17	.00
24717	9999999	JOHNSON GERTRUDE	000	9/12/2019	7.25	.00
24718	9999999	LOGAN JOHN	000	9/12/2019	14.11	.00
24719	9999999	MARSHALL EULA	000	9/12/2019	67.95	.00
24720	9999999	SCHOONMAKER SAMANTHA	000	9/12/2019	24.86	.00
24721	9999999	STEGALL JOSEPH & LYNDSEI	000	9/12/2019	17.35	.00
24722	9999999	UPHUES TED	000	9/12/2019	24.86	.00
		CLASS TOTAL			425.71	.00
		ACH TOTAL			.00	
		CHECK TOTAL			425.71	
		EPY TOTAL			.00	
		FINAL TOTAL			425.71	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 425.71 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH	REFUNDS PAYABLE	BATCH INV. DESCRIPTION
0000000	ALEXANDER JULIA	UT0020030340001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	137.02	24710		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				137.02
0000000	AMATO JOSEPH	UT0020021180001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	3.64	24711		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				3.64
0000000	COGHILL MICHAEL	UT0020027860001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	1.19	24712		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				1.19
0000000	COLDWELL BANKER ELITE	UT0020031470001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	3.76	24713		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				3.76
0000000	HOME INVESTORS OF AMERICA	UT0020031430001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	83.69	24714		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				83.69
0000000	HONAKER JOSHUA	UT0020029390001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	24.86	24715		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				24.86
0000000	IRONWOOD INVESTMENTS	UT0020031290001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	15.17	24716		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				15.17
0000000	JOHNSON GERTRUDE	UT0020025770001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	7.25	24717		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				7.25
0000000	LOGAN JOHN	UT0020029250001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	14.11	24718		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				14.11
0000000	MARSHALL EUIA	UT0020030400001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	67.95	24719		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				67.95
0000000	SCHOONMAKER SAMANTHA	UT0020029490001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	24.86	24720		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				24.86
0000000	STEGALL JOSEPH & LYNDIE	UT0020028440001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	17.35	24721		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				17.35
0000000	UPHUES TED	UT0020028280001	9/12/2019	N	100-000200-3500-00 CPA PMT TOTAL	24.86	24722		REFUNDS PAYABLE	00016 UTILITY REFUND
	DISC. TOTAL					.00				24.86
	DISC. TOTAL					.00				425.71

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 THE TOTAL 425.71 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



35

LINE #	AMOUNT	DATE	DISCOUNT
24692	194.40	9/13/2019	.00
24693	750.00	9/13/2019	.00
24694	207.32	9/13/2019	.00
24695	650.00	9/13/2019	.00
24696	750.00	9/13/2019	.00
24697	94.79	9/13/2019	.00
24698	5,088.00	9/13/2019	.00
24699	7,847.21	9/13/2019	.00
24700	600.00	9/13/2019	.00
24701	285.84	9/13/2019	.00
24702	1,090.16	9/13/2019	.00
24703	3,250.00	9/13/2019	.00
24704	97.70	9/13/2019	.00
24705	384.58	9/13/2019	.00
24706	448.99	9/13/2019	.00
24707	52.50	9/13/2019	.00
24708	8,200.71	9/13/2019	.00
24709	289.46	9/13/2019	.00
	30,281.66		.00

ACH TOTAL .00  
 CHECK TOTAL 30,281.66  
 EPY TOTAL .00  
 FINAL TOTAL 30,281.66

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 30,281.66- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH PMT	G/L ACCOUNT DISC.	BATCH INV. DESCRIPTION
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000000 000944	ATLANTIC BROADBAND /	2019-09	9/13/2019		4100-012410-5230-	120.20	24692		TELECOMMUNICATIONS	00764 TH
000000 000944		2019-09	9/13/2019		4520-500100-5230-	74.20	24692		TELECOMMUNICATIONS	00764 PW
	DISC. TOTAL	.00	CHECK TOTAL	194.40	ACH PMT TOTAL	.00	CPA PMT TOTAL			194.40
000000 000967	C&B TREE SERVICE & LAND	102798	9/13/2019		4100-043100-7110-	750.00	24693		PARKING LOT/STREET/SIDEWALK	000764 REMOVE TREES MAIN
	DISC. TOTAL	.00	CHECK TOTAL	750.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			750.00
000000 000979	CAROLINE COUNTY HEALTH DR	09052019	9/13/2019		4520-500100-6030-	207.32	24694		PLANT & LAB SUPPLIES/CHEMICAL	000764 ALLEN'S SHOTS
	DISC. TOTAL	.00	CHECK TOTAL	207.32	ACH PMT TOTAL	.00	CPA PMT TOTAL			207.32
000000 001065	CASWELL KAT	2019-09	9/13/2019		4400-071200-1230-	650.00	24695		MUSIC ON THE GREEN	00764 MOG
	DISC. TOTAL	.00	CHECK TOTAL	650.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			650.00
000000 001020	CONSOLIDATED PIPE & SUP	6291086000000	9/13/2019		4500-500100-6050-	750.00	24696		METER/FIRE HYDRANTS	00764 METERS
	DISC. TOTAL	.00	CHECK TOTAL	750.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			750.00
000000 001062	CROSON BARBARA	5051622	9/13/2019		4100-012110-3100-	94.79	24697		CONTINGENCY	00764 WIRED RIBBON
	DISC. TOTAL	.00	CHECK TOTAL	94.79	ACH PMT TOTAL	.00	CPA PMT TOTAL			94.79
000000 000679	DAVID L BROOKS HAULING &	22314	9/13/2019		4500-500100-6007-	5,088.00	24698		REPAIR/MAINTENANCE	00764 MAURY AVE HOLIDAY
	DISC. TOTAL	.00	CHECK TOTAL	5,088.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			5,088.00
000000 001066	BARHART MARY K., PLLC	202211	9/13/2019		4100-012410-3150-	7,847.21	24699		PROFESSIONAL SERVICES - CPA	00764
	DISC. TOTAL	.00	CHECK TOTAL	7,847.21	ACH PMT TOTAL	.00	CPA PMT TOTAL			7,847.21
000000 000924	GODLEY CALLIS	2019-08	9/13/2019		4400-071200-1230-	600.00	24700		MUSIC ON THE GREEN	00764 MOG
	DISC. TOTAL	.00	CHECK TOTAL	600.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			600.00
000000 001015	RED BUD SUPPLY INC	161230	9/13/2019		4100-043100-6009-	81.68	24701		EQUIPMENT/ SUPPLIES	00764 SIGNS
	DISC. TOTAL	.00	CHECK TOTAL	81.68	ACH PMT TOTAL	.00	CPA PMT TOTAL			81.68
000000 001015		161230	9/13/2019		4500-500100-6009-	81.67	24701		EQUIPMENT/SUPPLIES	00764 SIGNS
	DISC. TOTAL	.00	CHECK TOTAL	161230	ACH PMT TOTAL	.00	CPA PMT TOTAL			161230
000000 001015		161233	9/13/2019		4100-043100-6009-	13.60	24701		EQUIPMENT/ SUPPLIES	00764 CAUTION TAPE
	DISC. TOTAL	.00	CHECK TOTAL	13.60	ACH PMT TOTAL	.00	CPA PMT TOTAL			13.60
000000 001015		161233	9/13/2019		4500-500100-6009-	13.61	24701		EQUIPMENT/SUPPLIES	00764 CAUTION TAPE
	DISC. TOTAL	.00	CHECK TOTAL	161233	ACH PMT TOTAL	.00	CPA PMT TOTAL			161233
000000 000075	SYDNOR HYDRO INC	41609	9/13/2019		4500-500100-6007-	1,090.16	24702		REPAIR/MAINTENANCE	00764 17147 ELM ST
	DISC. TOTAL	.00	CHECK TOTAL	1,090.16	ACH PMT TOTAL	.00	CPA PMT TOTAL			1,090.16
000000 001055	TEMPUS NOVA, LLC	5580	9/13/2019		4100-012110-3152-	3,250.00	24703		WEB BASED SERVICES	00764 TECHNICAL SERVICES
	DISC. TOTAL	.00	CHECK TOTAL	3,250.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			3,250.00
000000 000148	THE FREE LANCER STAR	2019-08	9/13/2019		4100-012110-3600-	97.70	24704		ADVERTISING	00764 USDA AD
	DISC. TOTAL	.00	CHECK TOTAL	97.70	ACH PMT TOTAL	.00	CPA PMT TOTAL			97.70
000000 000291	USA BLUE BOOK	990950	9/13/2019		4500-500100-6021-	48.91	24705		TESTING SUPPLIES/CHEMICALS	00764 DPD1A & DPD1B TEST
	DISC. TOTAL	.00	CHECK TOTAL	990950	ACH PMT TOTAL	.00	CPA PMT TOTAL			990950
000000 000291		990950	9/13/2019		4520-500100-6004-	156.65	24705		LAB SUPPLIES/CHEMICALS	00764 ANHYDROUS
	DISC. TOTAL	.00	CHECK TOTAL	990950	ACH PMT TOTAL	.00	CPA PMT TOTAL			990950
000000 000291		990950	9/13/2019		4520-500100-6030-	179.02	24705		PLANT & LAB SUPPLIES/CHEMICAL	000764 SERTTING AGENT, DP
	DISC. TOTAL	.00	CHECK TOTAL	384.58	ACH PMT TOTAL	.00	CPA PMT TOTAL			384.58
000000 000256	VERIZON WIRELESS	9836442107	9/13/2019		4100-031100-5230-	62.64	24706		TELECOMMUNICATIONS	00764 PC





CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24723	813	FOLEY HEATHER	000	9/13/2019	1,000.00	.00
					1,000.00	.00
					.00	
					1,000.00	.00
					.00	
					1,000.00	.00

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 THE TOTAL 1,000.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24734	999999	SCALES JAY	000	9/19/2019	77.06	.00
					77.06	.00
					.00	
					77.06	
					.00	
					77.06	.00

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 THE TOTAL 77.06- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

\_\_\_\_\_ DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



42

TRK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24724	1063	ALACRITTI PAYMENTS, LLC	000	9/20/2019	105.96	.00
24725	967	CEB TREE SERVICE & LAND	000	9/20/2019	850.00	.00
24726	1067	CAROLINE CHRISTIAN CENTER	000	9/20/2019	150.00	.00
24727	925	CAROLINE COUNTY PUBLIC	000	9/20/2019	1,000.00	.00
24728	865	CASH	000	9/20/2019	250.00	.00
24729	10	DOMINION VIRGINIA POWER	000	9/20/2019	5,714.85	.00
24730	1005	FREDERICKSBURG BIG BAND	000	9/20/2019	250.00	.00
24731	546	JOHNSON'S EXTERMINATING	000	9/20/2019	350.00	.00
24732	11	RAPPAHANNOCK ELEC COOP	000	9/20/2019	561.28	.00
24733	659	SOSMETAL PRODUCTS INC	000	9/20/2019	133.22	.00
		CLASS TOTAL			9,365.31	.00
		ACH TOTAL			.00	
		CHECK TOTAL			9,365.31	
		EPY TOTAL			.00	
		FINAL TOTAL			9,365.31	.00

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 THE TOTAL 9,365.31 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

P. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCT#	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT	BATCH INV. DESCRIPTION
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0000000	ALACRITI PAYMENTS, LLC	NMKG944286KUP	9/20/2019		4100-012410-3130-	105.96	24724		CREDIT CARD FEES	00766 2019-08 CC
DISC. TOTAL						.00				
DISC. TOTAL						105.96				

0000000	C&B TREE SERVICE & LAND	102885	9/20/2019		4100-043100-6007-	850.00	24725		REPAIR/ MAINT TOWN BUILDINGS	00766 TREE DOWN BARBER S
DISC. TOTAL						.00				
DISC. TOTAL						850.00				

0000000	CAROLINE CHRISTIAN CENTER	20190919	9/20/2019		4100-043100-7200-	150.00	24726		TOWN HALL EXPENSES	00766 30 CHAIRS
DISC. TOTAL						.00				
DISC. TOTAL						150.00				

0000000	CAROLINE COUNTY PUBLIC	2019-06-08	9/20/2019		4100-012110-3100-	625.00	24727		CONTINGENCY	00766 DONATION
DISC. TOTAL						.00				
DISC. TOTAL						375.00				

0000000	CASH	2019-09-20	9/20/2019		4400-071200-1210-	250.00	24728		HARVEST FESTIVAL	00766 CASH BOX USO DANCE
DISC. TOTAL						.00				
DISC. TOTAL						250.00				

0000000	DOMINION VIRGINIA POWER	2019-08	9/20/2019		4100-043100-7200-	547.11	24729		TOWN HALL EXPENSES	00766 TH
DISC. TOTAL						.00				
DISC. TOTAL						547.11				

0000000	000010	2019-08	9/20/2019		4100-031100-5110-	93.32	24729		ELECTRICITY	00766 PC
DISC. TOTAL						.00				
DISC. TOTAL						93.32				

0000000	000010	2019-08	9/20/2019		4100-043100-5110-	40.43	24729		ELECTRICITY-STREETLIGHTS	00766 MAIN ST LIGHTS
DISC. TOTAL						.00				
DISC. TOTAL						40.43				

0000000	000010	2019-08	9/20/2019		4100-043100-5110-	1,670.58	24729		ELECTRICITY-STREETLIGHTS	00766 BUTLER/CHASE LIGHT
DISC. TOTAL						.00				
DISC. TOTAL						1,670.58				

0000000	000010	2019-08	9/20/2019		4500-500100-5110-	143.41	24729		ELECTRICITY	00766 BUTLER GRND TNK
DISC. TOTAL						.00				
DISC. TOTAL						143.41				

0000000	000010	2019-08	9/20/2019		4500-500100-5110-	383.69	24729		ELECTRICITY	00766 CHS/BUT WATER TOME
DISC. TOTAL						.00				
DISC. TOTAL						383.69				

0000000	000010	2019-08	9/20/2019		4500-500100-5110-	633.86	24729		ELECTRICITY	00766 WHP
DISC. TOTAL						.00				
DISC. TOTAL						633.86				

0000000	000010	2019-08	9/20/2019		4520-500100-5110-	2,000.20	24729		ELECTRICITY	00766 ROO CLRK PMP STAT
DISC. TOTAL						.00				
DISC. TOTAL						2,000.20				

0000000	000010	2019-08	9/20/2019		4520-500100-5110-	15.28	24729		ELECTRICITY	00766 LACY LN PMP STAT
DISC. TOTAL						.00				
DISC. TOTAL						15.28				

0000000	000010	2019-08	9/20/2019		4520-500100-5110-	108.44	24729		ELECTRICITY	00766 SCHOOL RD PMP STAT
DISC. TOTAL						.00				
DISC. TOTAL						108.44				

0000000	000010	2019-08	9/20/2019		4520-500100-5110-	61.89	24729		ELECTRICITY	00766 CHASE ST PMP STAT
DISC. TOTAL						.00				
DISC. TOTAL						61.89				

0000000	001005	FREDERICKSBURG BIG BAND	2019-09	9/20/2019	4400-071200-1220-	250.00	24730		WINE FESTIVAL	00766 USO DANCE
DISC. TOTAL						.00				
DISC. TOTAL						250.00				

0000000	000546	JOHNSON'S EXTERMINATING	2019-09-20	9/20/2019	4100-043100-7200-	350.00	24731		TOWN HALL EXPENSES	00766 SPT UP BREAK DOWN
DISC. TOTAL						.00				
DISC. TOTAL						350.00				

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.



44

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
24735	999999	COOPER CALVIN	000	9/23/2019	64.63	.00
24736	999999	MYERS DONZELL	000	9/23/2019	10.80	.00
24737	999999	PARRISH ALLIE	000	9/23/2019	100.00	.00
		CLASS TOTAL			175.43	.00
		ACH TOTAL			.00	
		CHECK TOTAL			175.43	
		EPY TOTAL			.00	
		FINAL TOTAL			175.43	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 175.43 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



ENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCEL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	COOPER CALVIN	UT0020025500001	9/23/2019	N	100-000200-3500-	64.63	24735			REFUNDS PAYABLE	00018 UTILITY REFUND
	DISC. TOTAL					.00					64.63
0000000	MIERS DONZELL	UT0020021340001	9/23/2019	N	100-000200-3500-	10.80	24736			REFUNDS PAYABLE	00018 UTILITY REFUND
	DISC. TOTAL					.00					10.80
0000000	PARRISH ALLIE	UT0020028100001	9/23/2019	N	100-000200-3500-	100.00	24737			REFUNDS PAYABLE	00018 UTILITY REFUND
	DISC. TOTAL					.00					100.00
	CHECK TOTAL										175.43
	CHECK TOTAL										175.43
	CHECK TOTAL										175.43

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 175.43 - BOUNDS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

46

CHK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
247740	18	A & M HOME CENTER	000	9/27/2019	24.83	.00
247741	1050	AIS INDUSTRIAL SERVICES	000	9/27/2019	26,146.80	.00
247742	2	ATLANTIC UNION BANK	000	9/27/2019	194.65	.00
247743	999999	BEAZLEY JUDY	000	9/27/2019	45.61	.00
247744	600	BENNETT DEBORAH T	000	9/27/2019	140.00	.00
247745	851	CAROLINE COUNTY PUBLIC	000	9/27/2019	250.00	.00
247746	47	CAROLINE GARAGE	000	9/27/2019	52.24	.00
247747	536	CAS SEVERN	000	9/27/2019	3,767.24	.00
247748	897	CINTAS CORPORATION	000	9/27/2019	96.43	.00
247749	14	CINTAS OF RICHMOND	000	9/27/2019	640.52	.00
247750	1058	DIAMOND SPRINGS	000	9/27/2019	71.40	.00
247751	1052	ENCO UTILITY SERVICES FLO	000	9/27/2019	543.86	.00
247752	234	ENVIROCOMPLIANCE LAB INC	000	9/27/2019	1,300.00	.00
247753	234	ENVIROCOMPLIANCE LAB INC	000	9/27/2019	1,385.00	.00
247754	648	ERARD ANDREA G	000	9/27/2019	1,667.00	.00
247755	1068	FOUNDATION GROUP, INC	000	9/27/2019	2,900.00	.00
247756	28	G & G MILFORD FARM SERV.	000	9/27/2019	439.80	.00
247757	999999	GAINES MARK	000	9/27/2019	100.00	.00
247758	898	JAMES MARY	000	9/27/2019	175.00	.00
247759	725	MCGINLEY MICHELLE B	000	9/27/2019	35.00	.00
247760	48	MID-ATLANTIC LAB	000	9/27/2019	2,705.00	.00
247761	257	ON SITE PC	000	9/27/2019	42.50	.00
247762	722	PACELIO KRISTIN M	000	9/27/2019	105.00	.00
247763	919	PRO SHRED SECURITY	000	9/27/2019	45.00	.00
247764	321	PROFESSIONAL LOCK	000	9/27/2019	223.50	.00
247765	880	REID ENGINEERING CO INC	000	9/27/2019	20,295.96	.00
247766	1002	VACORP	000	9/27/2019	273.74	.00
247767	12	WASTE MANAGEMENT	000	9/27/2019	694.19	.00
247768	930	WEBB EMILY	000	9/27/2019	245.00	.00
		CLASS TOTAL			63,605.27	.00
		ACH TOTAL			.00	
		CHECK TOTAL			63,605.27	
		EPY TOTAL			.00	
		FINAL TOTAL			63,605.27	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 63,605.27 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

47

VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCTL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH AMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000018 A & M HOME CENTER	C32282	9/27/2019		4100-043100-6005-	2.62	24740		JANITORIAL SUPPLIES	00767 PUSH ELBOW
0000000	000018	C32282	9/27/2019		4500-500100-6005-	2.62	24740		JANITORIAL SUPPLIES	00767 PUSH ELBOW
0000000	000018	C32383	9/27/2019		4520-500100-6005-	2.62	24740		JANITORIAL SUPPLIES	00767 PUSH ELBOW
0000000	000018	C32383	9/27/2019		4500-500100-6001-	5.99	24740		OFFICE SUPPLIES/EQUIPMENT	00767 MOUNTING SQUARES
0000000	000018	C32398	9/27/2019		4500-500100-6007-	10.98	24740		REPAIR/MAINTENANCE	00767 BRASS NOZZLE
	DISC. TOTAL					24.83			TOTAL	24.83
0000000	001050 AIS INDUSTRIAL SERVICES	28659	9/27/2019		4520-500100-6007-	26,146.80	24741		REPAIR/ MAINTENANCE	00767 OXIDATION DITCH
	DISC. TOTAL					26,146.80			TOTAL	26,146.80
0000000	000002 ATLANTIC UNION BANK	2019-08	9/27/2019		4100-012410-3130-	194.65	24742		CREDIT CARD AND BANK FEES	00767 ACCOUNT ANALYSIS F
	DISC. TOTAL					194.65			TOTAL	194.65
0000000	999999 BENZIEY JUDY	20190927	9/27/2019		4100-012110-6001-	11.94	24743		OFFICE/MEETING SUPPLIES &	00767 BASKETS & BONA FLO
0000000	999999	20190927	9/27/2019		4100-043100-7200-	33.67	24743		TOWN HALL EXPENSES	00767 BASKETS & BONA FLO
	DISC. TOTAL					45.61			TOTAL	45.61
0000000	000600 BENNETT DEBORAH T	2019-09	9/27/2009		4400-071200-1310-	140.00	24744		TOWN HALL ACTIVITIES	00767 YOGA
	DISC. TOTAL					140.00			TOTAL	140.00
0000000	000851 CAROLINE COUNTY PUBLIC	1095	9/27/2019		4400-071200-1220-	250.00	24745		WINE FESTIVAL	00767 2019 WINE FESTIVAL
	DISC. TOTAL					250.00			TOTAL	250.00
0000000	000047 CAROLINE GARAGE	23963	9/27/2019		4100-031100-3310-	52.24	24746		VEHICLE MAINTENANCE	00767 17 FORD OIL CHG
	DISC. TOTAL					52.24			TOTAL	52.24
0000000	000536 GMS SEVERN	3005199	9/27/2019		4100-012410-3310-	3,767.24	24747		OFFICE EQUIPMENT	00767 IBM MAIN & SUPPORT
	DISC. TOTAL					3,767.24			TOTAL	3,767.24
0000000	000897 CINTAS CORPORATION	8404302413	9/27/2019		4520-500100-6011-	96.43	24748		UNIFORMS/ SAFETY EQUIPMENT	00767 FIRST AID
	DISC. TOTAL					96.43			TOTAL	96.43
0000000	000014 CINTAS OF RICHMOND	4029055188	9/27/2019		4100-043100-6011-	46.12	24749		UNIFORMS/ SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4029055188	9/27/2019		4500-500100-6011-	30.69	24749		UNIFORMS/SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4029055188	9/27/2019		4520-500100-6011-	83.32	24749		UNIFORMS/ SAFETY EQUIPMENT	00767 UNIFORMS
0000000	000014	4029515510	9/27/2019		4100-043100-6011-	30.69	24749		UNIFORMS/ SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4029515510	9/27/2019		4500-500100-6011-	30.69	24749		UNIFORMS/SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4029515510	9/27/2019		4520-500100-6011-	83.32	24749		UNIFORMS/ SAFETY EQUIPMENT	00767 UNIFORMS
0000000	000014	4030058505	9/27/2019		4100-043100-6011-	46.12	24749		UNIFORMS/ SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4030058505	9/27/2019		4500-500100-6011-	30.69	24749		UNIFORMS/SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4030058505	9/27/2019		4520-500100-6011-	83.32	24749		UNIFORMS/ SAFETY EQUIPMENT	00767 UNIFORMS
0000000	000014	4030559500	9/27/2019		4100-043100-6011-	30.69	24749		UNIFORMS/SAFETY EQUIP	00767 UNIFORMS
0000000	000014	4030559500	9/27/2019		4500-500100-6011-	83.32	24749		UNIFORMS/ SAFETY EQUIPMENT	00767 UNIFORMS
	DISC. TOTAL					640.52			TOTAL	640.52
0000000	001058 DIAMOND SPRINGS	2019-09	9/27/2019		4100-043100-5840-	15.65	24750		MISCELLANEOUS	00767 WATER
0000000	001058	2019-09	9/27/2019		4100-043100-7200-	24.45	24750		TOWN HALL EXPENSES	00767 WATER
0000000	001058	2019-09	9/27/2019		4500-500100-5840-	15.65	24750		MISCELLANEOUS	00767 WATER
0000000	001058	2019-09	9/27/2019		4520-500100-5840-	15.65	24750		MISCELLANEOUS	00767 WATER
	DISC. TOTAL					71.40			TOTAL	71.40



INVOICE NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000 001052	ENCO UTILITY SERVICES PLO 4866		9/27/2019		4100-012110-3152-	543.86	24751			WEB BASED SERVICES	00767 UTILITY STATEMENTS
DISC. TOTAL						.00				TOTAL	543.86

0000000 000234	ENVIROCOMPLIANCE LAB INC	R9841108	9/27/2019		4520-500100-3160-	115.00	24752			TESTING	00767 TESTING
0000000 000234		R9841132	9/27/2019		4520-500100-3160-	230.00	24752			TESTING	00767 TESTING
0000000 000234		R9841180	9/27/2019		4520-500100-3160-	155.00	24752			TESTING	00767 TESTING
0000000 000234		R9941268	9/27/2019		4520-500100-3160-	115.00	24752			TESTING	00767 TESTING
0000000 000234		R9941284	9/27/2019		4520-500100-3160-	135.00	24752			TESTING	00767 TESTING
0000000 000234		R9941320	9/27/2019		4520-500100-3160-	120.00	24752			TESTING	00767 TESTING
0000000 000234		R9941352	9/27/2019		4520-500100-3160-	45.00	24752			TESTING	00767 TESTING
0000000 000234		R9941399	9/27/2019		4520-500100-3160-	115.00	24752			TESTING	00767 TESTING
0000000 000234		R9941420	9/27/2019		4520-500100-3160-	115.00	24752			TESTING	00767 TESTING
0000000 000234		R9941461	9/27/2019		4520-500100-3160-	155.00	24752			TESTING	00767 TESTING
DISC. TOTAL						.00				TOTAL	1,300.00

0000000 000234	ENVIROCOMPLIANCE LAB INC	R9941559	9/27/2019		4520-500100-3160-	115.00	24753			TESTING	00767 TESTING
0000000 000234		R9941575	9/27/2019		4520-500100-3160-	115.00	24753			TESTING	00767 TESTING
0000000 000234		R9941613	9/27/2019		4520-500100-3160-	155.00	24753			TESTING	00767 TESTING
DISC. TOTAL						.00				TOTAL	385.00

0000000 000648	ERARD ANDREA G		2019-10		4100-012110-3150-	1,667.00	24754			PROFESSIONAL SERVICES - LEGAL	00767 ATTORNEY
DISC. TOTAL						.00				TOTAL	1,667.00

0000000 001068	FOUNDATION GROUP, INC		2019-09		4100-012110-7100-	2,900.00	24755			BGMS PROJECT **GRANT EXPENSE	00767 SUPERSTART NONPROFI
DISC. TOTAL						.00				TOTAL	2,900.00

0000000 000028	G & G MILFORD FARM SERV.	K815130	9/27/2019		4100-043100-6007-	5.18	24756			REPAIR/ MAINT TOWN BUILDINGS	00767 KEYS, TRASH CANS B
0000000 000028		K815130	9/27/2019		4500-500100-6005-	23.97	24756			JANITORIAL SUPPLIES	00767 KEYS, TRASH CANS B
0000000 000028		K815130	9/27/2019		4520-500100-6005-	23.96	24756			JANITORIAL SUPPLIES	00767 KEYS, TRASH CANS B
0000000 000028		181025	9/27/2019		4100-043100-6009-	17.58	24756			EQUIPMENT/ SUPPLIES	00767 PLANT FOOD, SPARK
0000000 000028		181031	9/27/2019		4100-043100-6009-	12.32	24756			EQUIPMENT/ SUPPLIES	00767 DUCT TAPE, TIRS
0000000 000028		181031	9/27/2019		4500-500100-6009-	12.32	24756			EQUIPMENT/ SUPPLIES	00767 DUCT TAPE, TIRS
0000000 000028		181031	9/27/2019		4520-500100-6007-	12.32	24756			REPAIR/ MAINTENANCE	00767 DUCT TAPE, TIRS
0000000 000028		181330	9/27/2019		4100-043100-3111-	18.17	24756			VEHICLE MAINT	00767 TRUCK CLEANING
0000000 000028		181484	9/27/2019		4100-043100-6009-	70.21	24756			EQUIPMENT/ SUPPLIES	00767 PAINT, ROLLERS, GR
0000000 000028		181484	9/27/2019		4500-500100-6009-	70.20	24756			EQUIPMENT/ SUPPLIES	00767 PAINT, ROLLERS, GR
0000000 000028		181513	9/27/2019		4100-043100-5840-	12.58	24756			MISCELLANEOUS	00767 PAINT, ROLLERS, GR
0000000 000028		181513	9/27/2019		4500-500100-6009-	15.98	24756			MISCELLANEOUS	00767 PAINT, ROLLERS, GR
0000000 000028		181570	9/27/2019		4100-043100-6006-	23.98	24756			EQUIPMENT/ SUPPLIES	00767 SHOVEL,
0000000 000028		181570	9/27/2019		4100-043100-6009-	60.95	24756			EQUIPMENT/ SUPPLIES	00767 SHOVEL,
0000000 000028		181226	9/27/2019		4100-043100-6009-	14.10	24756			EQUIPMENT/ SUPPLIES	00767 EDGER BLAD&HAND TO
0000000 000028		181226	9/27/2019		4100-043100-6006-	45.98	24756			HAND TOOLS	00767 EDGER BLAD&HAND TO
DISC. TOTAL						.00				TOTAL	439.80

0000000 999999	GAINES MARK		2019-09		4100-012110-7100-	100.00	24757			BGMS PROJECT **GRANT EXPENSE	00767 REIMBURSE FOUNDATI
DISC. TOTAL						.00				TOTAL	100.00

0000000 000898	JAMES MARY		2019-09		4400-071200-1310-	175.00	24758			TOWN HALL ACTIVITIES	00767 HAPPY YOGA
DISC. TOTAL						.00				TOTAL	175.00

0000000 000725	MCGINLEY MICHELLE B		2019-09		4400-071200-1310-	35.00	24759			TOWN HALL ACTIVITIES	00767 PITALIO
DISC. TOTAL						.00				TOTAL	35.00

VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR'L	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
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49

0000000	MID-ATLANTIC LAB	15148	9/27/2019		4500-500100-6022-	2,705.00	24760			WATER TESTING	00767 LEAD & COPPER TEST
DISC. TOTAL						.00				TOTAL	2,705.00

0000000	000257 ON SITE PC	4441	9/27/2019		4100-012410-3320-	42.50	24761			COMPUTER LICENSES/SUPPORT	00767 MELISSA'S COMP
DISC. TOTAL						.00				TOTAL	42.50

0000000	000722 PACCELLO KRISTIN M	2019-09	9/27/2019		4400-071200-1310-	105.00	24762			TOWN HALL ACTIVITIES	00767 YOGA CLASS
DISC. TOTAL						.00				TOTAL	105.00

0000000	000919 PRO SHRED SECURITY	27832	9/27/2019		4100-012110-3140-	45.00	24763			CONTRACTED SERVICES/SHREDDING	00767 REKEY LOCK CEDAR L
DISC. TOTAL						.00				TOTAL	45.00

0000000	000321 PROFESSIONAL LOCK	114257	9/27/2019		4100-043100-6007-	223.50	24764			REPAIR/ MAINT TOWN BUILDINGS	00767 REKEY LOCK CEDAR L
DISC. TOTAL						.00				TOTAL	223.50

0000000	000880 REID ENGINEERING CO INC	09093649	9/27/2019		4300-300100-8700-	20,295.96	24765			REFINANCING AND USDA PROJECTS	00767 ENGINEERING
DISC. TOTAL						.00				TOTAL	20,295.96

0000000	001002 VACORP	2019-07	9/27/2019		4100-012110-2500-	21.11	24766			DISABILITY INSURANCE - VWL	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	21.11

0000000	001002	2019-07	9/27/2019		4100-012410-2500-	14.08	24766			HYBRID DISABILITY INSURANCE	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	14.08

0000000	001002	2019-07	9/27/2019		4100-043100-2500-	21.90	24766			HYBRID DISABILITY INSURANCE	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	21.90

0000000	001002	2019-07	9/27/2019		4500-500100-2500-	19.72	24766			HYBRID DISABILITY INS	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	19.72

0000000	001002	2019-08	9/27/2019		4100-012110-2500-	60.06	24766			DISABILITY INSURANCE - VWL	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	60.06

0000000	001002	2019-08	9/27/2019		4100-043100-2500-	14.08	24766			HYBRID DISABILITY INSURANCE	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	14.08

0000000	001002	2019-08	9/27/2019		4500-500100-2500-	19.72	24766			HYBRID DISABILITY INS	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	19.72

0000000	000012 WASTE MANAGEMENT	269789202810	9/27/2019		4520-500100-3180-	694.19	24767			SLUDGE REMOVAL	00767 SLUDGE
DISC. TOTAL						.00				TOTAL	694.19

0000000	000930 WEBB EMILY	2019-09	9/27/2019		4400-071200-1310-	245.00	24768			TOWN HALL ACTIVITIES	00767 CARDIO ESS
DISC. TOTAL						.00				TOTAL	245.00

0000000	001002	2019-08	9/27/2019		4100-043100-2500-	63,605.27	24768			DISABILITY INSURANCE - VWL	00767 HYBRID DISABILITY
DISC. TOTAL						.00				TOTAL	63,605.27

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 63,605.27 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



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

**AGENDA ITEM:** R-2019-009 – Resolution to accept donation

**ITEM TYPE:** Consent Agenda

**PURPOSE OF ITEM:** Decision - Resolution

**PRESENTER:** Melissa Lewis, [towntreasurer@townofbowlinggreen.com](mailto:towntreasurer@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

A resolution to accept a \$500 to the Bowling Green Police Department from a local group

**ATTACHMENTS:**

- R-2019-009

**REQUESTED ACTION:**

Adopt resolution.

**TOWN OF BOWLING GREEN  
RESOLUTION NO. 2019-009**

**RESOLUTION ACCEPTING MONETARY DONATION**

**WHEREAS**, the Town of Bowling Green is generally authorized to accept donations for the benefit of its citizens, and is specifically authorized to accept gifts, donations, bequests or grants from any source, which are related to the powers, duties and functions of the municipal corporation pursuant to Code of Virginia § 15.2-1108; and

**WHEREAS**, Tac/301 Airsoft has offered a monetary donation in the amount of \$500 to the Bowling Green Police Department; and

**WHEREAS**, no goods or services were provided in exchange for said donation; and

**WHEREAS**, all such donation has been contributed to assist the Bowling Green Police Department in purchasing shot guns for its Department; and

**WHEREAS**, the Town Council finds that it is appropriate to accept the monetary donation offered.

**NOW, THEREFORE**, BE IT RESOLVED BY THE TOWN COUNCIL OF BOWLING GREEN, VA, THAT THE \$500 MONETARY DONATION BE ACCEPTED FOR THE PURPOSE OF PURSCHASING SHOT GUNS FOR THE BOWLING GREEN POLICE DEPARTMENT.

ADOPTED this 3<sup>rd</sup> Day of October, 2019 by the Bowling Green Town Council

Signed:

Attest:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Clerk



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

**AGENDA ITEM:** R-2019-010 – Resolution of appreciation

**ITEM TYPE:** Consent Agenda

**PURPOSE OF ITEM:** Decision - Resolution

**PRESENTER:** Melissa Lewis, [towntreasurer@townofbowlinggreen.com](mailto:towntreasurer@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

A resolution of appreciation for the members of Tac/301 Airsoft for their donation to the Bowling Green Police Department

**ATTACHMENTS:**

- R-2019-010

**REQUESTED ACTION:**

Adopt resolution.





## RESOLUTION

### TOWN OF BOWLING GREEN COMMONWEALTH OF VIRGINIA

Expressing appreciation to the members of Tac/301 Airsoft Group for their generous donation.

WHEREAS, the members of Tac/301 Airsoft generously gave back to the community by collecting and making a donation to the Bowling Green Police Department; and

WHEREAS, the members of Tac/301 Airsoft saw an opportunity to aid the Bowling Green Police Department in the purchase of equipment that allows the Bowling Green Police Department to serve and protect the Town of Bowling Green; and

WHEREAS, the members of Tac/301 Airsoft provided the resources for the Bowling Green Police Department deemed necessary to runs its department efficiently and provide a safer community for all;

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Bowling Green, Virginia does here by extend its appreciation to

**The members of Tac/301 Airsoft**

Adopted this 3<sup>rd</sup> day of October, 2019  
by the Town Council of Bowling Green, Virginia

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Honorable Jason E. Satterwhite, Mayor



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

**AGENDA ITEM:** O-2019-005 – Amendment to enhanced speeding fines  
**ITEM TYPE:** Consent Agenda  
**PURPOSE OF ITEM:** Decision - By Motion  
**PRESENTER:** David Lipscomb, dlipscomb@townofbowlinggreen.com  
**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Ordinance O-2019-004 adding enhanced speeding fines to Town Code is being amended by recommendation of the General District Court Judge.

**ATTACHMENTS:**

- O-2019-005

**REQUESTED ACTION:**

Authorize Town Manager to schedule and advertise Public Hearing on Ordinance.

**Town of Bowling Green, Virginia**  
**Notice of Public Hearing**

A public hearing will be held by Town Council on Thursday, November 7, 2019, beginning at 7:00 PM in the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, to receive comments on **ORDINANCE NUMBER O-2019-005 ENHANCED SPEEDING PENALTY ON CERTAIN RESIDENTIAL STREETS; SIGNS**. The purpose of this ordinance is to implement the enhanced speeding penalties authorized by Code of Virginia, § 46.2-878.2 for operation of a motor vehicle in excess of the maximum speed limit on certain residential streets. The provisions of this ordinance shall apply to Main Street (Route 2/301) within the corporate limits of the Town of Bowling Green. 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.

A complete copy of **ORDINANCE NUMBER O-2019-005** is posted on the Town's web site at <https://www.townofbowlinggreen.com/> and is 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 about the ordinance may be directed to A. Reese Peck, Town Manager. 804-633-6212.

Authorized by A. Reese Peck, Town Manager

## An Ordinance to amend Sec. 4-470. - Enhanced speeding penalty on certain residential streets; signs

### Sec. 4-470. - Enhanced speeding penalty on certain residential streets; signs.

*Purpose.* The purpose of this section is to implement the enhanced speeding penalties authorized by Code of Virginia, § 46.2-878.2<sup>1</sup> for operation of a motor vehicle in excess of the maximum speed limit on certain residential streets.

*Applicability.* The provisions of this section shall apply to Main Street (Route2/301) within the corporate limits of the Town of Bowling Green.

Signs shall be posted on North and South Main Street (Route2/301) indicating the maximum speed along with the penalty.

*Criteria.* The Town has determined that the 85th percentile speed on such street, highway or other public way or portion thereof is ten miles per hour greater than the posted speed limit.

*Violation.* Operation of any motor vehicle in excess of a maximum speed limit established for a highway in a residence district of the City, when indicated by signs placed in accordance with the provisions of this section, shall be unlawful and shall constitute a violation of this section.

*Penalty.* Violation of this section shall constitute a traffic infraction punishable by a fine of ~~not more than~~ \$200.00, in addition to other penalties provided by law.

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<sup>1</sup> § 46.2-878.2. Maximum speed limits in certain residence districts of counties, cities, and towns; penalty.

Operation of any motor vehicle in excess of a maximum speed limit established for a highway in a residence district of a county, city, or town, when indicated by appropriately placed signs displaying the maximum speed limit and the penalty for violations, shall be unlawful and constitute a traffic infraction punishable by a fine of \$200, in addition to other penalties provided by law.

No portion of the fine shall be suspended unless the court orders 20 hours of community service.

The Commissioner of Highways or any local governing body having jurisdiction over highways shall develop criteria for the overall applicability for the installation of signs. Such criteria shall not exclude highways, functionally classified as minor arterials, serving areas that either (i) were built as residential developments or (ii) have grown to resemble residential developments, provided, in either case, (a) such highways are experiencing documented speeding problems and (b) the local governing body requests the application of this section to such highway.

Such signs may be installed in any town and shall not require the approval of the county within which such town is located.

Any such signs installed in any town shall be paid for by the town requesting the installation of the signs, or out of the county's secondary system construction allocation.



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

**AGENDA ITEM:** Invocation Policy  
**ITEM TYPE:** Action Item  
**PURPOSE OF ITEM:** Decision - By Motion  
**PRESENTER:** Andrea Erard  
**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

At last meeting, the Town Attorney presented that attached Policy regarding invocations at meetings of the Bowling Green Town Council.

**ATTACHMENTS:**

- Policy regarding invocations at meetings of the Bowling Green Town Council.

**REQUESTED ACTION:**

Adopt Policy

## TOWN OF BOWLING GREEN

POLICY REGARDING INVOCATIONS AT  
MEETINGS OF THE BOWLING GREEN TOWN COUNCIL

WHEREAS the Bowling Green Town Council is an elected legislative and deliberative public body, serving the citizens of the Town of Bowling Green; and

WHEREAS legislative bodies in America have long maintained a tradition of solemnizing proceedings by allowing for an opening prayer before each meeting; and

WHEREAS the Bowling Green Town Council now desires to adopt this formal, written policy regarding its invocation practices; and

WHEREAS such prayer before deliberative public bodies has been consistently upheld as constitutional by American courts, including the United States Supreme Court; and

WHEREAS the Bowling Green Town Council intends to adopt a policy that upholds an individual's "free exercise" rights under the First Amendment; and

WHEREAS the Bowling Green Town Council intends to adopt a policy that does not proselytize or advance any faith, or show any purposeful preference of one religious view to the exclusion of others; and

WHEREAS the Bowling Green Town Council recognizes its constitutional duty to interpret, construe, and amend its policies and ordinances to comply with constitutional requirements as they are announced.

NOW, THEREFORE, BE IT RESOLVED by the Bowling Green Town Council that the following policy regarding opening invocations before meetings of the Bowling Green Town Council is approved:

1. In order to solemnize proceedings of the Bowling Green Town Council, it is the policy of the Bowling Green Town Council to allow for an invocation or prayer to be offered at its meetings for the benefit of the Bowling Green Town Council and members and the community.
2. No member of the Bowling Green Town Council or any other person in attendance at the meeting shall be required to participate in any prayer that is offered.
3. The prayer shall be voluntarily delivered by an eligible member of the clergy/religious leader in the Bowling Green community.
4. To ensure that such person (the "invocational speaker") is selected from among a wide pool of clergy/religious leaders, on a rotating basis, the invocational speaker shall be selected according to the following procedure:



- a. The Town Clerk shall compile and maintain a database (the “Congregations List”) of the religious congregations with an established presence in the Town of Bowling Green community.
- b. The Congregations List shall be compiled by referencing the listing for “churches,” “congregations,” or other religious assemblies in the annual Yellow Pages phone book(s), research from the Internet, and consultation with local chambers of commerce. All religious congregations with an established presence in the local community of the Town of Bowling Green are eligible to be included in the Congregations List, and any such congregation can confirm its inclusion by written request to the Clerk.
- c. The Congregations List shall be updated, by reasonable efforts of the Town Clerk, in November of each calendar year.
- d. Within thirty (30) days of the effective date of this policy, and on or about December 1 of each calendar year thereafter, the Town Clerk shall mail an invitation addressed to the “religious leader” of each congregation listed on the Congregations List, as well as to the individual chaplains included on the Congregations List.
- e. The invitation shall be dated at the top of the page, signed by the Town Clerk at the bottom of the page, and read as follows:

*Dear religious leader,*

*The Bowling Green Town Council makes it a policy to invite members of the clergy in the Town of Bowling Green to voluntarily offer a prayer before the beginning of its meetings, for the benefit and blessing of the Town Council. As the leader of one of the religious congregations with an established presence in the local community of the Town of Bowling Green, you are eligible to offer this important service at an upcoming meeting of the Town Council. If you are willing to assist the Town Council in this regard, please send a written reply at your earliest convenience to the Town Clerk at the address included on this letterhead.*

*Clergy are scheduled on a first-come, first-serve or other random basis. The dates of the Town Council’s scheduled meetings for the upcoming year are listed on the following, attached page. If you have a preference among the dates, please state that request in your written reply. This opportunity is voluntary, and you are free to offer the invocation according to the dictates of your own conscience. To maintain a spirit of respect and ecumenism, the Town Council requests only that the prayer opportunity not be exploited as an effort to convert others to the particular faith of the invitational speaker, nor to disparage any faith or belief different than that of the invitational speaker.*

*On behalf of the Town Council, I thank you in advance for considering this invitation.*

*Sincerely,*

*Town Clerk*

f. The respondents to the invitation shall be scheduled on a first-come, first-served or other random basis to deliver the prayers.

g. If the selected invitational speaker does not appear at the scheduled meeting, the Mayor may ask for a volunteer from among the audience to deliver the invocation.

5. No invitational speaker shall receive compensation for his or her service.

6. The Town Clerk shall make every reasonable effort to ensure that a variety of eligible invitational speakers are scheduled for the Town Council meetings. In any event, no invitational speaker shall be scheduled to offer a prayer at consecutive meetings of the Town Council, or at more than three (3) Town Council meetings in any calendar year.

7. Neither the Town Council, nor the Town Clerk shall engage in any prior inquiry, review of, or involvement in, the content of any prayer to be offered by an invitational speaker.

8. This policy is not intended to, and shall not be implemented or construed in any way, to affiliate the Town Council with, nor express the Town Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the Town Council's respect for the diversity of religious denominations and faiths represented and practiced among the citizens of the Town of Bowling Green.

NOW THEREFORE, BE IT FURTHER RESOLVED that this policy shall become effective immediately upon approval by the Bowling Green Town Council.

ATTEST:

APPROVED: \_\_\_\_\_

Clerk \_\_\_\_\_