



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

A G E N D A

**Thursday, February 02, 2023
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

PUBLIC HEARINGS:

PUBLIC COMMENTS:

MEMBER COMMENTS:

STAFF REPORTS & PRESENTATIONS:

- [1.](#) 2023 State of Caroline County
- [2.](#) Public Works/Utilities Monthly Report for January 2023
- [3.](#) Police Departments Monthly Report January 2023
- [4.](#) Town Treasurer/Finance Department Monthly Report for January 2023
- [5.](#) Town Administration (Town Manager, Town Clerk) Monthly Report for January 2023

CONSENT AGENDA:

- [6.](#) Minutes – January 5, 2023 Town Council Worksession
- [7.](#) Minutes – January 5, 2023 Town Council Meeting
- [8.](#) Bills – January 2023

UNFINISHED BUSINESS:

NEW BUSINESS:

- [9.](#) Consideration of New Water Permit Application
- [10.](#) Acceptance of Resignation of Town Manager Effective June 30, 2023 and Approval to Advertise the Positions of Town Manager and Treasurer

INFORMATIONAL ITEMS:

COMMITTEE REPORTS:

CLOSED SESSION:

RECONVENE IN OPEN SESSION:

ADJOURNMENT:



**TOWN OF BOWLING GREEN
PLANNING COMMISSION MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: 2023 State of Caroline County

ITEM TYPE: Presentation

PURPOSE OF ITEM: Information Only

PRESENTER: Jeff Sili, Vice-Chair, Caroline County Board of Supervisors, Bowling Green District

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:
State of Caroline County

ATTACHMENTS:

REQUESTED ACTION:
None



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

AGENDA ITEM: Public Works/Utilities Monthly Report for January 2023

DATE: January 26, 2023

PREPARED BY: Josh Irby

MONTHLY REPORT / PROJECT UPDATE:

Water

- Working with Town Admin Staff to contact customers regarding possible water leaks- Customers have been notified. New leaks identified have slowed down
- Working on grant application for well replacement- Waiting on Financial Documents
- 2022 CCR submitted to VDH for review
- Year end reports submitted
- Working on finding sources of funding for projects
- Working on SEARCH Grant for water system
- Cleaning and painting well houses and booster pump room

Wastewater

- Begin WWTP Permit Renewal Process- Application submitted electronically on 01/17/2023 and original documents sent certified mail on 01/17/2023- Should have draft permit within 6 months
- Year end reports submitted
- Working with USDA on funding for sewer projects
- Making repairs to various equipment at the plant
- Wind blew over transformer and pole which caused a small fire- Dominion Energy and Caroline Fire were notified on 01/14/2023

Public Works

- Set up for meetings at Town Hall
- Weekly Staff Meetings
- Changing lights in buildings to LEDs
- Trees cleared from utility easements
- Worked with Police Chief and VDOT to fill in some holes on Anderson Ave
- Worked on FY24 Budget for Public Works, Water, and Sewer

ATTACHMENTS:

HEADS UP ITEMS:



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

AGENDA ITEM: Police Departments Monthly Report January 2023

DATE: 01/26/2023

PREPARED BY: Chief Justin Cecil Sr.

MONTHLY REPORT / PROJECT UPDATE:

Police Activity for January 2023

26-Total calls for service

22-Assist other agencies

31-Summons / Parking tickets

77-Park walk and talks

3-Animal Control

1- Motor Vehicle Accidents

43-Property checks/ Vacation checks/ Business Checks

1-Larceny

1-Drug/Narcotics

1- Domestic

ATTACHMENTS:

None

HEADS UP ITEMS:

The employees of Bowling Green, Virginia are committed to providing the highest quality service to the community as directed by the Town Council within the constraints of the town's resources and will do so without regard to personal gain or privilege.



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

AGENDA ITEM: Town Treasurer/Finance Department Monthly Report for January 2023

DATE: January 24, 2023

PREPARED BY: Judy Beazley, townclerk@townofbowlinggreen.com

MONTHLY REPORT / PROJECT UPDATE:

- Completed daily register reconciliation.
- Keystone Training
- Processed W-2's
- Completed monthly 941 and Quarterly 941.
- Completed monthly payrolls/taxes.
- Completed monthly accounts payable.
-

ATTACHMENTS:

- Monthly Town Hall Rental Report – January 2023

HEADS UP ITEMS:

TOWN HALL RENTALS

January 2022

<u>#USES</u>	<u>NAME OF USER</u>	<u>ACTIVITY</u>	<u>FEES</u>
3	Town Hall Activities	Class	\$ 130.00
1	Town Council Meeting	Meeting	N/C
1	Town Council Workshop	Meeting	N/C
1	Planning Commission	Meeting	N/C
1	Private Event	Dance	\$ 1175.00
7		Totals	\$ 1305.00



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

AGENDA ITEM: Town Administration (Town Manager, Town Clerk)
Monthly Report for January 2023

DATE: January 24, 2023

PREPARED BY: Allyson Finchum

MONTHLY REPORT / PROJECT UPDATE:

- Planning and Zoning Inquiries
- Review of Zoning Permits
- Recovery Act Funds Project
Keystone Software
- Preparation and Staff for the February 2, 2023 Town Council Meeting
- Preparation and Staff for the February 2, 2023 Town Council Worksession
- Staff Training
- Development of Future Water Project with consultant Stantec
- Updates to Town Website/Social Media
- Close-out of 2022 Harvest Festival
- Preparation for 2023 Music on the Green
- Preparation for 2023 Harvest Festival
- Promotion of Town Events and Businesses
- Posting of all Payments (Utilities, Real Estate, Personal Property, etc)
- Creating Business Licenses
- Keystone Training – Requisitions, Purchase Orders, Vouchers, Reports, etc
- Answering all incoming calls for all departments
- Updated all forms for 2023
- Closing out register at end of day and running reports
- Consolidating and posting all credit card payments with bank statement & Orbipay
- Completing set-up of new credit card system with Keystone (Value Payment Systems)
- Entering Town Hall Rental Information & Payments
- Entering Work Orders for Public Works Department
- Created 1099's with Keystone
- Taking deposits to bank
- Creating and printing of all Planning Commission & Town Council Agendas/Packets
- Minutes for Planning Commission Meetings, Town Council Worksessions & Meetings

Meetings/Training:

- January 5, 2023 Town Council Worksession

- January 5, 2023 Town Council Meeting
- January 25, 2023 Planning Commission Meeting
- January 25, 2023 Planning Commission Worksession
- Weekly Staff Meetings
- Meetings on various topics
- Developers/Citizens, State Governmental Agencies, Planning Commissioners, Town Council Members
- Keystone training on various topics



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

AGENDA ITEM: Minutes – January 5, 2023 Town Council Worksession

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Trish Chenault, adminclerk@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the January 5, 2023 Town Council Worksession

ATTACHMENTS:

Minutes from January 5, 2023 Town Council Worksession

REQUESTED ACTION:

Approve Minutes.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MONTHLY WORKSESSION MINUTES**

A G E N D A

**Thursday, January 5, 2023
5:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

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

COUNCIL PRESENT:

Mayor Mark Gaines
Vice-Mayor Valarie Coyle
Council Member Jeff Voit
Council Member Jean Davis
Council Member Randy Hageman
Council Member Arthur Wholey
Council Member Dan Webb
Council Member David Storke

BUSINESS:

Town Council discussed the following matters:

- FY23 Budget – Ms. Finchum advised the last two years have been \$100,000 more than previous years. The Town has been going in the whole \$20,000 each year. Council has made changes to the budget to help the situation. Reports were handed out which reflects the last 5 months. The FY22 has not been closed.
- Ms. Finchum handed out FY23 Budget/Staffing Levels sheet which showed different Town positions with potential salaries. Mr. Storke asked who was the Treasurer, the Deputy Clerk Treasurer and the Town Clerk. Ms. Finchum asked council about the position she should put an ad in for. She would like a Town Manager who has finance background along with Town Government. Mr. Storke advised that he would like to know what the Towns revenue situation is before a decision was made about staffing, and feels it would be unfair to bring a new Manager or Treasurer into the office with finances in the shape they are currently in. Stated the finance situation needed to be taking care of first.
- Mr. Storke stated he can reach out to two gentlemen to help with financials. One of those being Steve Manster, and the other John Sieg. Council agreed for Mr. Storke to reach out to Mr. Manster to see if he could help with the numbers only.
- A discussion was made about having Caroline County do some of the financials for the Town. Caroline County is open to handling the payroll and taxes for the Town for a fee. Mr. Webb would like to get a quote from Caroline County to see what the fee would be. The question arose as to why the Town is spending all the money on Keystone if the County can do some of the financials, and a reply was made that we need to be on the same system as Caroline County so everything can sync.

- Ms. Coyle questioned cut-offs for water. There have been no cut-offs the last couple of billing cycles. It was mentioned about the 50/50 pay agreement to have residents get caught up with their utility bill. This agreement has not been put in place yet by Council.
- Ms. Griffin, Deputy Clerk of Caroline County Circuit Court was present at 6:30 pm for the swearing-in of newly appointed Council Members Jean Davis, Randy Hageman, Dan Webb and David Storke onto the Bowling Green Town Council. Jean Davis, Randy Hageman and Dan Webb have four-year terms, and David Storke has a two-year term.

INFORMATIONAL ITEMS:

None

ADJOURNMENT

The Town Council closed the Worksession.



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

AGENDA ITEM: Minutes – January 5, 2023 Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Trish Chenault, adminclerk@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the January 5, 2023 Town Council Meeting

ATTACHMENTS:

Minutes from January 5, 2023 Town Council Meeting

REQUESTED ACTION:

Approve Minutes.



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
DRAFT MINUTES**

January 5, 2023
7:00 p.m.
Town Hall

ROLL CALL AND QUORUM ESTABLISHED:

Mayor Gaines called the meeting to order and noted a quorum was present. The Pledge of Allegiance was recited.

MEMBERS PRESENT:

Mayor Mark Gaines
Vice-Mayor Valarie Coyle
Council Member Jeff Voit
Council Member Jean Davis
Council Member Randy Hageman
Council Member Dan Webb
Council Member Arthur Wholey
Council Member David Storke

Mayor Gaines welcomed new council members Mr. Webb and David Storke.

Mayor Gaines asked for motion to replace existing Agenda with new Agenda:

On the motion of Mr. Voit, seconded by Mr. Wholey, which carried a vote of 7-0, the Town Council motioned to accept the new Agenda.

Mayor Gaines asked for motion to add Town Manager, Ms. Finchum's resignation to the end of the agenda.

On the motion of Mr. Hageman, no second motion was made, resignation of Town Manager, Ms. Finchum was not added to agenda.

TOWN COUNCIL 2023 ORGANIZATIONAL MATTERS:

The following matters were discussed:

- The worksession and meeting schedule was discussed. Mayor Gaines would like to remove Town Council meeting and worksession from July. Stated Caroline County does not have a meeting then. Council members opposed to doing this.

On the motion of Mr. Voit, seconded by Mr. Wholey, which carried a vote of 7-0, the Town Council motioned to keep the July meeting and worksession as scheduled.

- The election of Vice-Mayor was voted on, with Ms. Davis recommending Ms. Coyle to be Vice-Mayor for another biennially term.

On the motion of Ms. Davis, seconded by Mr. Voit, which carried a vote of 7-0, the Town Council voted for Ms. Coyle to remain Vice-Mayor for a biennially term.

Roll Call Vote:

Valarie Coyle = Aye

Jeff Voit = Aye

Jean Davis = Aye

Randy Hageman = Aye

Dan Webb = Aye

Arthur Wholey = Aye

David Storke = Aye

- Mayor's Committee Appointments were brought up. No appointments were made at this time.
- Re-Appointment of Planning Commission Ex-Officio Mr. Voit for the purpose of the update of the Comprehensive Plan was talked about by Ms. Finchum. Mr. Voit has been very helpful and is capable with this update.

On the motion of Ms. Coyle, seconded by Mr. Wholey, which carried a vote of 7-0, the Town Council voted to re-appoint Mr. Voit onto the Planning Commission as Ex-Officio.

DELEGATIONS:

None

PUBLIC COMMENTS:

Mayor Gaines opened the public comment period.

Ms. Bonnie Cannon, resident welcomed new Council members. She thanked the Police Chief for doing a great job. Ms. Cannon voiced concerns on safety issues in the Town especially with traffic on S. Main Street. She also brought up an issue with storm water draining near her home.

Ms. Yvette Harvey, resident in Maury Heights, addressed Council with concerns about her water bill. Feels they should not be penalized and made to pay more because they are outside of Town.

Mayor Gaines closed the public comment period.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were presented to Council:

Stantec representative (Bryan) was present to give an update on the water supply planning update. He presented more information about having no water and handed out graphs along with informational items. One was a VAHydroGW Simulation results draft that shows the Town of Bowling Green in the "critical cells" area. Another showed the historic groundwater production. Town needs to start application process as soon as possible and Stantec can help with the

application process. Permit started 2018 and expires 2028.

Public Works/Utilities Monthly Report for December 2022

- No Questions/comments

Police Department Monthly Report for December 2022

- Ms. Coyle thanked the Chief for doing a great job particularly with a recent accident

Town Clerk/Treasurer Council Monthly Report for December 2022

- Ms. Coyle questioned the fee under Town Hall Rentals for non-profit. Ms. Beazley advised she would have to get back to her on this as she did not have the data with her. Ms. Coyle also asked that the Town Hall Rental report showed Rappahannock Room or Ballroom instead of private event. Would like the wording changed.

Town Administration Monthly Report for December 2022

- No questions/comments

MEMBER COMMENTS:

Mr. Voit welcomed Mr. Webb and Mr. Storke to Town Council. He addressed Ms. Cannon's and Ms. Harvey's concerns/comments. Mr. Hageman asked if there was any information at all about the totals for the 2022 Harvest Festival. Ms. Finchum replied not at this time.

CONSENT AGENDA:

Minutes – December 1, 2022 Town Council Meeting & December 30, 2022 Special Called Town Council Meeting

Bills – November 2022 & December 2022

On the motion of Mr. Voit, seconded by Ms. Coyle, which carried a vote of 7-1, the Town Council motioned to approve the Consent Agenda as presented.

UNFINISHED BUSINESS:

The following matters were discussed:

- Application for sewer connection for Hill Mobile Home Park at 14226 Elwood Drive. A representative (Steve) for Hill Mobile Home Park was present requesting to connect the homes to the Town public sewer system. They have 21 units now and would like to increase to 56. The connection would need to be for each of the households. A handout was given about Homes of America. It was suggested by Council to bring back options to the table.

On the motion of Mr. Hageman, seconded by Mr. Wholey, which carried a vote of 7-1, the Town Council motioned to bring back to the table for further discussion at the February 2023 meeting.

- Request for change of Limited Access Line (LACC) at E Broaddus Ave. and AP Hill Blvd. Applicant to purchase right of way from VDOT. Mr. Webb was present requesting to move limited access line from rear line to front line (along E Broaddus Ave) of property. Mr.

Webb stated there is limited access all the way around the property. Ms. Finchum advised Council that zoning action is needed, and Ms. Erard asked if a VDOT official would be able to come to a Council meeting to answer some questions. A new Resolution of Support by VDOT was handed out by Mr. Webb along with property maps.

A motion was made by Mr. Storke to approve request. No second motion was made. No action was taken to adopt resolution.

NEW BUSINESS:

Town Council discussed the following matters:

- Re-appointment of Lisa Gattie and Tina Gambill to Planning Commission for another four-year term.

On the motion of Mr. Voit, seconded by Ms. Davis, which carried a vote of 7-0, the Town Council voted to re-appoint to the Planning Commission for another 4 year term Lisa Gattie, whose term will expire on January 2027 and Tina Gambill whose term will expire on March 2027.

- Town phone system was discussed by Ms. Erard. She would like to not have an automated answering system and have the phone answered by staff. Council agreed with this, and for staff to remove the automatic answering system for the phones.

On the motion of Mr. Storke, seconded by Ms. Coyle, which carried a vote of 7-0, the Town Council motioned to remove the automatic voicemail from the Town Hall phone system.

COMMITTEE REPORTS:

None

ADJOURNMENT:

On the motion of Mr. Voit, seconded by Mr. Wholey, which carried a vote of 7-0, the Town Council voted to adjourn the January 5, 2023, meeting at 9:58 p.m.



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

AGENDA ITEM: Bills – January 2023
ITEM TYPE: Consent Agenda
PURPOSE OF ITEM: Decision - By Motion
PRESENTER: Judy Beazley, townclerk@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Invoices for items purchased and services rendered in January 2023

ATTACHMENTS:

January 2023 ACH Disbursements Summary
January 2023 AP Disbursements Summary

REQUESTED ACTION:

TOWN OF BOWLING GREEN
 MONTH-END DISBURSEMENTS SUMMARY
 FROM:01/01/2023 TO:01/27/2023

VENDOR#	NAME	INVOICE#	GROSS	DISC	NET	CHECK AMT	CHECK NBR	VOID	DATE
1063	ALACRITI PAYMENTS, LLC	NMXGR1137550	21.80	0.00	21.80	21.80	ACH*99313		01/13/23
		TOTAL	21.80	0.00	21.80				
1094	BMW CLEANING SERVICES	0000024	900.00	0.00	900.00	900.00	ACH*99314		01/13/23
		TOTAL	900.00	0.00	900.00				
1149	GFL ENVIRONMENTAL	KB0000487788	5,986.88	0.00	5,986.88	5,986.88	ACH*99315		01/13/23
		TOTAL	5,986.88	0.00	5,986.88				
514	K L LANGFORD EXCAVATING	7990	4,090.00	0.00	4,090.00	15,720.00	ACH*99316		01/13/23
		7991	5,230.00	0.00	5,230.00				
		7992	6,400.00	0.00	6,400.00				
		TOTAL	15,720.00	0.00	15,720.00				
919	PRO SHRED SECURITY	1085278	50.49	0.00	50.49	50.49	ACH*99317		01/13/23
		TOTAL	50.49	0.00	50.49				
918	STAPLES ADVANTAGE	7369953854-0	101.30	0.00	101.30	314.91	ACH*99318		01/13/23
		7370677056-0	260.49	0.00	260.49				
		7601266806-1	-46.88	0.00	-46.88				
		TOTAL	314.91	0.00	314.91				
19	VERIZON	000648566822	449.14	0.00	449.14	449.14	ACH*99319		01/13/23
		TOTAL	449.14	0.00	449.14				
728	VRSA INSURANCE	P-2022-2023-	8,669.00	0.00	8,669.00	8,669.00	ACH*99320		01/13/23
		TOTAL	8,669.00	0.00	8,669.00				
44	VUPS	11220457	37.80	0.00	37.80	63.00	ACH*99321		01/13/23
		12220452	25.20	0.00	25.20				
		TOTAL	63.00	0.00	63.00				
1049	WEX BANK	85649665	644.75	0.00	644.75	644.75	ACH*99322		01/13/23
		TOTAL	644.75	0.00	644.75				
1114	XEROX FINANCIAL SERVICES	3689032	123.22	0.00	123.22	123.22	ACH*99323		01/13/23
		TOTAL	123.22	0.00	123.22				

TOTALS

32,943.19

TOWN OF BOWLING GREEN
 MONTH-END DISBURSEMENTS SUMMARY
 FROM:01/01/2023 TO:01/27/2023

VENDOR#	NAME	INVOICE#	GROSS	DISC	NET	CHECK AMT	CHECK NBR	VOID	DATE
18	A & M HOME CENTER	C83602	6.69	0.00	6.69	12.68	AP*30393		01/13/23
		C84440	5.99	0.00	5.99				
		TOTAL	12.68	0.00	12.68				
1111	BKT UNIFORMS	88482	661.74	0.00	661.74	797.74	AP*30394		01/13/23
		88524	136.00	0.00	136.00				
		TOTAL	797.74	0.00	797.74				
4	CAROLINE COUNTY	2022-12-29	333.41	0.00	333.41	635.32	AP*30395		01/13/23
		2022-12-30	301.91	0.00	301.91				
		TOTAL	635.32	0.00	635.32				
429	CAROLINE COUNTY SHERIFF'S O	22-055	552.00	0.00	552.00	552.00	AP*30396		01/13/23
		TOTAL	552.00	0.00	552.00				
897	CINTAS CORPORATION	8406035217	683.02	0.00	683.02	683.02	AP*30397		01/13/23
		TOTAL	683.02	0.00	683.02				
778	COMMONWEALTH ENGINEERING	41889	99.46	0.00	99.46	99.46	AP*30398		01/13/23
		TOTAL	99.46	0.00	99.46				
1233	CORELOGIC	2023-01-03	321.50	0.00	321.50	321.50	AP*30399		01/13/23
		TOTAL	321.50	0.00	321.50				
1058	DIAMOND SPRINGS	0003272980	9.95	0.00	9.95	31.44	AP*30400		01/13/23
		0003273768	9.95	0.00	9.95				
		0003299796	11.54	0.00	11.54				
		TOTAL	31.44	0.00	31.44				
939	DRAINFIELD SOLUTIONS, LLC	13270557	467.50	0.00	467.50	467.50	AP*30401		01/13/23
		TOTAL	467.50	0.00	467.50				
125	E M GRAY & SON	171274	917.44	0.00	917.44	1,916.05	AP*30402		01/13/23
		171275	998.61	0.00	998.61				
		TOTAL	1,916.05	0.00	1,916.05				
234	ENVIROCOMPLIANCE LAB INC	R2C67671	115.00	0.00	115.00	1,155.00	AP*30403		01/13/23
		R2C67705	115.00	0.00	115.00				
		R2C67749	155.00	0.00	155.00				
		R2C67840	115.00	0.00	115.00				
		R2C67860	115.00	0.00	115.00				
		R2C67900	155.00	0.00	155.00				
		R2C67981	115.00	0.00	115.00				
		R2C67996	115.00	0.00	115.00				
		R2C68023	155.00	0.00	155.00				
		TOTAL	1,155.00	0.00	1,155.00				
28	G & G MILFORD FARM SERV.	197708	5.99	0.00	5.99	24.76	AP*30404		01/13/23
		197711	9.98	0.00	9.98				
		197779	8.79	0.00	8.79				
		TOTAL	24.76	0.00	24.76				
237	GRAINGER	9561696155	76.46	0.00	76.46	131.53	AP*30405		01/13/23

TOWN OF BOWLING GREEN
 MONTH-END DISBURSEMENTS SUMMARY
 FROM:01/01/2023 TO:01/27/2023

VENDOR#	NAME	INVOICE#	GROSS	DISC	NET	CHECK AMT	CHECK NBR	VOID	DATE
		9563218073	55.07	0.00	55.07				
		TOTAL	131.53	0.00	131.53				
1208	JOHNS BROTHERS SECURITY, IN	1141925	39.95	0.00	39.95	79.90	AP*30406		01/13/23
		1141926	39.95	0.00	39.95				
		TOTAL	79.90	0.00	79.90				
1115	JUSTTECH	97489	176.63	0.00	176.63	176.63	AP*30407		01/13/23
		TOTAL	176.63	0.00	176.63				
1139	KEYSTONE INFORMATION SYSTEM	208739	35.00	0.00	35.00	35.00	AP*30408		01/13/23
		TOTAL	35.00	0.00	35.00				
743	LOCAL SERVICES	181308	152.91	0.00	152.91	152.91	AP*30409		01/13/23
		TOTAL	152.91	0.00	152.91				
48	MID-ATLANTIC LAB	16974	60.00	0.00	60.00	60.00	AP*30410		01/13/23
		TOTAL	60.00	0.00	60.00				
659	SOSMETAL PRODUCTS INC	1496592	645.11	0.00	645.11	645.11	AP*30411		01/13/23
		TOTAL	645.11	0.00	645.11				
653	STEMMLE PLUMBING REPAIR	206095	795.00	0.00	795.00	4,295.00	AP*30412		01/13/23
		206819	1,750.00	0.00	1,750.00				
		209129	1,750.00	0.00	1,750.00				
		TOTAL	4,295.00	0.00	4,295.00				
859	SUNBELT RENTALS INC	133887039-00	185.97	0.00	185.97	185.97	AP*30413		01/13/23
		TOTAL	185.97	0.00	185.97				
878	WHITE OAK ELECTRIC	3230	415.10	0.00	415.10	862.70	AP*30414		01/13/23
		3232	447.60	0.00	447.60				
		TOTAL	862.70	0.00	862.70				
898	MARY JAMES	2022-12	140.00	0.00	140.00	140.00	AP*30415		01/25/23
		TOTAL	140.00	0.00	140.00				

TOTALS

13,461.22



**TOWN OF BOWLING GREEN
PLANNING COMMISSION MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Consideration of New Water Permit Application

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Allyson Finchum, Town Manager

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Consideration of New Water Permit Application and hiring of consultant

ATTACHMENTS:

None

REQUESTED ACTION:

Discuss & Approve/Deny/Defer Request



**TOWN OF BOWLING GREEN
PLANNING COMMISSION MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Acceptance of Resignation of Town Manager Effective June 30, 2023 and Approval to Advertise the Positions of Town Manager and Treasurer

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Allyson Finchum, townmanager@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Due to the resignation of the Town Manager on December 19, 2022 and the resignation of the Town Treasurer on December 30, 2022, request to accept and advertise the positions. The Treasurers resignation was previously accepted on December 30, 2022.

ATTACHMENTS:

REQUESTED ACTION:

Motion to accept the resignation of Town Manager and advertise the Town Manager and Town Treasurer positions.