

TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MINUTES

October 1, 2015

MEMBERS PRESENT: Mayor David Storke, Vice Mayor Glenn McDearmon, Mary Frances Coleman, Jean Davis, Jason Satterwhite, Daniel Webb, and Otis Wright.

MEMBERS ABSENT: Matt Rowe

OTHERS PRESENT: Town Attorney Andrea Erard, Town Manager Stephen Manster, Town Clerk Melissa Lewis, and Police Chief Steve Hoskins.

AUDIENCE: Mark Gaines and Jo-Elsa Jordan – Town Events Coordinator

The Mayor called the meeting to order at 7:30 P.M. and noted that a quorum of the Town Council was present. He led the group in the Pledge of Allegiance to the Flag of the United States of America. Vice Mayor Glenn McDearmon followed with the invocation.

DELEGATIONS/PUBLIC COMMENTS:

The Mayor called for public comments. Hearing none, he invited Town Events Coordinator Jo-Elsa Jordan to address Council.

Ms. Jordan briefed Council on the number of vendors currently registered and corporate sponsorships secured for the upcoming Harvest Festival. She noted that the vendor numbers were in line with last year’s and that the corporate sponsorships were down slightly. She said that new features to this year’s festival included: a community art project made with bottle caps, a haunted house put on by DinoTyme Productions with all proceeds benefiting Central Virginia’s Institute for the Performing Arts, a flash mob dance with about 30 people dancing to the song “Thriller,” new musical entertainment, and a clown who will be walking throughout the festival entertaining guests with impromptu performances. In direct response to a question from Mr. McDearmon, Ms. Jordan said that those interested in participating in the flash mob were invited to attend the first practice at Town Hall on October 6th and that the dance would be performed only once during the festival due to the tight entertainment schedule.

Ms. Jordan informed Council that the contract with Revize, LLC to rebuild the Town’s website had been signed and sent back. She said that following the Harvest Festival her main focus would be gathering content for the new website.

Ms. Jordan invited Council to the next Chamber of Commerce breakfast where she would speak on initiatives to promote the Town of Bowling Green and said that she was open to suggestions from Council on topics they would like her to cover.

Council had no further questions or comments for Ms. Jordan.

CONSENT AGENDA:

- A. Minutes – Town Council Meeting – September 3, 2015
- B. Bills – September 2015

A & M Home Center	720.35	Advanced Auto Parts	354.37
Atlantic Pump & Equip Co.	6636.50	B & M Services of VA	175.00
BAI Municipal	3747.00	Best Promotional Products	156.00
Blue Tarp Financial	258.44	Bowling Green Auto Parts	19.97
Cintas – First Aid	120.32	Cintas – Uniforms	479.84
Computer Plus	206.88	Doug’s Septic	700.00
E & M Gray & Sons	69.53	Enviro Lab	1790.00
Erard, Andrea	1500.00	Food Lion	17.98
G & G Milford Farm Supply	13.98	GH Watts Construction	1925.00

James, Mary	70.00	John, Allison	245.00
Johnson's Exterminating	1220.00	Jordan, Jo-Elsa	1730.77
K.L. Langford Excavating	1940.50	M & W Printers	546.56
McGinley, Michelle	175.00	Mid Atlantic Lab	180.00
Minor and Associates	2825.00	On Site PC	165.00
Rutherford	248.01	Sorrow, Tammy	744.00
Stemmler Plumbing	8949.00	Taylor, Brock	500.00
The Supply Room	227.15	The UPS Store	220.00
Tompkins, Teonshay	150.00	Treasurer of Virginia (VITA)	764.97
USA Blue Book	2498.06	Verizon Wireless	40.01
VUPS	17.85	Waste Management	7155.44
White Oak Electric	255.00	*Dominion Virginia Power	5005.78
*REC	434.78	*Treasurer of VA (VITA)	777.96
*Verizon	61.58	*VISA	1010.35
*Real Deal Band & Show	240.00	*Jordan, Jo-Elsa	1730.77
*Shell Fleet Plus	565.35	*Taylor, Brock	660.00
*Waste Management	716.00	*Fredericksburg Rentals	1337.43
*Main Street Ventures	500.00	*Waste Management	10937.20
*Dalton, Amanda	800.00	*City of Fredericksburg	100.00

*Bills previously or separately authorized by Council.

Council had no questions upon reviewing the Consent Agenda.

Upon Motion by Mr. McDearmon, with a second by Ms. Davis, Council voted to approve the Consent Agenda. Voting Aye: McDearmon, Wright, Satterwhite, Webb, Coleman, and Davis.

NEW BUSINESS:

Police Department Report – September 2015– Police Chief Hoskins reported that there had been two reportable crimes, one larceny and one domestic, which had occurred in the Town of Bowling Green for the month of September. There were 28 calls reported for the month, one of which required investigation. Chief Hoskins noted that his report included a typographical error. It read that one new sex offender had moved to Town in September when in fact no new sex offenders had moved to Town. He stated that the Town Officers had given four warnings and six summonses for speeding. Deputies gave two warnings and no summonses in Town for the month. There was no speed log conducted for the month. Town Officers had one arrest for the month.

Chief Hoskins briefed Council on the recent shooting that occurred at the Relax Inn in Town. He stated that it was a domestic incident and that there was little to no danger to the general public. He stated that the incident is being investigated by the Virginia State Police and Caroline County Sheriff's Office with the help of the Bowling Green Police Department. He noted that Sgt. Jones posted the facts surrounding the incident on the Bowling Green Police Department's Facebook page to keep the public informed and to straighten out the rumors that were circulating as to what had happened. He commended Ms. Jordan for sharing the Police Department's post on the Town's Facebook page so as to reach more residents.

The Chief informed Council that in light of the recent shooting and the larcenies that occurred a couple of months ago, he plans to hold a meeting open to the public to discuss crime prevention. He said that he will notify Council and staff once he sets a date.

STAFF REPORTS: The following informational items were noted:

- A. Town Hall Rentals Report – September 2015
- B. Public Work's Department Report – September 2015
- C. Town Treasurer's Report – September 2015

Council had no questions upon reviewing the Staff Reports.

Town Manager's Report – September 2015:

Mr. Manster stated that the current prediction for Hurricane Joaquin is that it will remain in the Atlantic and not make landfall. He noted that the local area will most likely see heavy rain fall, and said that the Public Works staff is monitoring the situation and preparing for a possible emergency. Mr. McDearmon asked if the Town had generators for the wells in case of power outages due to the storm. Mr. Manster said that well 5, the largest producer of water for the Town, does have a generator to keep it operating in the event the area loses power.

Mr. Manster asked Council to let him know what dates would work best for committee meetings. He said that he would like to meet with the Water, Sewer, and Trash Committee, the Building and Grounds Committee, the Streets and Sidewalks Committee, and the Public Health and Safety/Personnel Committee. He said that the items to be discussed include the South Main Street Sewer Line Replacement Project Preliminary Engineering Report, the construction of the pavilion at the playground, trash collection (residential and commercial), discussion with VDOT concerning signage, and the planting of trees and plants around Town, among other matters. Mr. Manster said that after being informed of Council Members availability, he would call committee chairmen to arrange the meetings.

Mr. Manster noted the various meetings he attended throughout the month of September that were related to Council's current agenda.

Mr. McDearmon mentioned that the Town signs at each end of Town on Route 2 needed to be repainted. He said that the Town of Victoria had recently been awarded a second street beautification grant and asked the Town Manager to contact his counterpart in the Town of Victoria to inquire as to how they were able to secure the grants. Mr. Manster said he would call Victoria's Town Manger.

Mr. Manster asked Council to notice in front of them an informative letter from Lori Russell, the production assistant for the Loving movie.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

- A. Public Health, Safety and Personnel – There was no report from the Public Health, Safety and Personnel Committee.
- B. Water, Sewer and Trash – There was no report from the Water, Sewer, and Trash Committee.
- C. Ordinance, Licenses, and Permits – There was no report from the Ordinances, Licenses and Permits Committee.
- D. Streets and Sidewalks – There was no report from the Streets and Sidewalks Committee.
- E. Buildings and Grounds – There was no report from the Buildings and Grounds Committee.
- F. Economic Development, Activities and Tourism – There was no report from the Economic Development, Activities, and Tourism Committee.
- G. Budget – There was no report from the Budget Committee.

OLD BUSINESS:

There was no Old Business to be discussed.

ADJOURNMENT:

There being no further business to come before the Board, a motion was made by

**Mr. Wright, seconded by Mr. McDearmon to adjourn the meeting at 8:12 P.M.
Voting Aye: McDearmon, Wright, Satterwhite, Webb, Davis, and Coleman.**