

TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MINUTES

March 3, 2016

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

MEMBERS ABSENT: Daniel Webb

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

AUDIENCE: Mark Gaines, Bonnie Cannon, Susan Sili, Jeff Sili, Beth Jimenez, Peggy Wright, Tina Gambil, Pat Wright, Elizabeth Borst, and Jay Johnson – Chairman of Bowling Green Arts Commission.

The Mayor called the meeting to order at 7:30 P.M. and led the group in the Pledge of Allegiance to the Flag of the United States of America. Council Member Glenn McDearmon followed with the invocation.

DELEGATIONS/PUBLIC COMMENTS:

Susan Sili – Department of Social Services, Caroline County Representative – Mrs. Sili discussed the current collaborative efforts of the various Social Service Groups and sub-committees. She explained the work they were doing in Caroline County and its effect on the community. Accompanying Mrs. Sili to discuss the groups and sub-committees individual focuses were:

Elizabeth Borst, Regional Market Token Program Director – George Washington Regional Commission – Ms. Borst made a presentation about the Market Token and Nutrition Incentive Program. The program would allow recipients of SNAP (Supplemental Nutritional Assistance Program) benefits to use their benefits to purchase fruits and vegetables at local Framers’ Markets and to receive matching funds towards their purchases. She said that the estimated cost to establish and run the program would be \$10,000. Ms. Borst asked Council to consider donating \$5000 annually to initiate and operate the program at the Bowling Green Farmers’ Market. Additional funding would come from the USDA and Mary Washington Hospital Community Benefit funds. Following a brief discussion with Council regarding the process, logistics, and success of the program at other local Farmers’ Markets Ms. Borst said that she would send a formal proposal to the Town so that Council could review the details.

Tina Gambil - Mrs. Gambil spoke about her involvement and Social Services

initiatives with the Foster Care Program.

Pat Wright - Ms. Wright spoke about her involvement and Social Services initiatives with Charity Tracker and the Christmas Partners Program.

Susan Sili noted that Caroline County Department of Social Services runs the only local Food Pantry that is open daily and is currently in need of non-perishable goods to meet the demands of the community.

Jay Johnson, Chairman – Bowling Green Arts Commission – Mr. Johnson said his wife, Joanna Carter-Johnson, was unable to attend the meeting but will be present at a future meeting to discuss the Arts & Cultural District.

The Mayor called for additional public comments. Hearing none, he closed the public comments portion of the meeting.

CONSENT AGENDA:

- A. Minutes – Town Council Meeting – February 4, 2016**
- B. Bills – February 2016**

A & M Home Center	113.58	Amerigas	330.45
BAI Municipal Software	3853.00	Bowling Green Auto Parts	3.99
Cash (Petty)	71.07	Cintas Corp. First Aid	23.72
Cintas of Richmond	430.34	Commonwealth Engineering	966.99
Computer Plus	206.88	Enviro Lab	1540.00
Environmental Resource	472.07	Fidelity Power Systems	524.25
Fortune, Mitchell	1190.00	G & G Milford Farm Supply	19.38
Haun, Dawn	50.00	James, Mary	140.00
John, Allison	280.00	Johnson’s Exterminating	615.00
Jordan, Jo-Elsa	1730.77	Jordan, Justin	124.93
Ketterman, Shirley	150.00	M&W Printers	639.86
Markham, Paul	150.00	McGinley, Michelle	105.00
Mid-Atlantic Lab	60.00	Morton’s Power Supply	17.35
Rutherford	96.89	Safety Services Company	659.93
Satterwhite, Jean	150.00	Seal, Justin	112.50
Sorrow Tammy	732.00	Taylor, Brock	1080.00
The Supply Room	187.44	Treasurer of Virginia	28.00
USA Blue Book	276.10	Verizon Wireless	40.01
VUPS	15.75	*Dominion Virginia Power	6432.85
*Nationwide Retirement	2454.81	*PRCJ	1953.25
*Rappahannock Electric Coop	457.21	*Shell Fleet Plus	327.57
*Treasurer of VA (VITA)	692.09	*Verizon	61.96
*Verizon Wireless	186.75	*Visa	60.24
*Waste Management	84.00	*Jordan, Jo-Elsa	1730.77
*Taylor, Brock	700.00		

***Bills previously or separately authorized by Council.**

There was no discussion by Council upon reviewing the Consent Agenda

Upon Motion by Mr. McDearmon, with a second by Mr. Rowe, Council voted to approve the Consent Agenda. Voting Aye: McDearmon, Wright, Satterwhite, Coleman, and Rowe. Ms. Davis abstained from the vote due to her absence from the February Meeting.

STAFF REPORTS: The following informational item was noted:

A. Town Hall Rentals Report – February 2016 -

There was no discussion upon reviewing the February 2016 Staff Report.

NEW BUSINESS:

Police Department Report – February 2016– The Police Chief reported that there had been four reportable crimes, one larceny and one domestic, that had occurred in the Town of Bowling Green for the month of February. There were 20 calls reported for the month, none of which required investigation. All were routine. The Chief reported that the State Police website had been checked and no new sex offenders had been registered as residing in the Town. He stated that the Town Officers had given three warnings and two summonses for speeding. Deputies gave three warnings and one summons in Town this month. There was no speed log conducted for the month.

Town Manager’s Report – February 2016:

Due to the Town Manager’s absence from the meeting, the Mayor gave a brief overview of the Town Manager’s Report (attached to these minutes). The following actions were taken:

Pavilion at Playground – On Motion by Mr. Wright, seconded by Mr. Satterwhite, Council authorized the Town Manager to sign a contract with with Tylor Construction to construct a Pavilion at the Town Playground and to appropriate \$30,000 to fund the project. Voting Aye: Wright, McDearmon, Satterwhite, Davis, Coleman, and Rowe.

Special Use Permit Application – Public Hearing - On Motion by Mr. Rowe, seconded by Mr. Satterwhite, Council authorized the Town Manager to schedule and advertise a Public Hearing for ZP-2016-001 – Donald Cutlip – Request for a Special Use Permit to operate an Automobile Repair Garage and Towing business at 17398 A. P. Hill Blvd. to be held at the April Town Council meeting. Voting Aye: Wright, McDearmon, Satterwhite, Davis, Coleman, and Rowe.

Rescheduling of the April 7, 2016 Town Council Meeting - On Motion by Ms. Davis, seconded by Mr. Wright, Council voted to reschedule the April Town Council Meeting to Tuesday April 12, 2016. Voting Aye: Wright, McDearmon, Satterwhite, Davis, Coleman, and Rowe.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

- A. Public Health, Safety and Personnel – Mr. Rowe stated that there was a personnel matter to be discussed in closed session. The Town Attorney advised that a closed session was not necessary for the matter to be discussed.
- 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:

Hearing no further business to come before Council, the Mayor adjourned the meeting at 8:58 P.M.