

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING

MINUTES

07-01-2010

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

MEMBERS ABSENT:

OTHERS PRESENT: Town Manager Stephen Manster, Treasurer Kathy McVay, Town Clerk Virginia Brooks, Public Works Director William Stanley, Police Chief Steve Hoskins.

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 Wright followed with the invocation. The Mayor welcomed the newly Elected Council Members Jean Davis, Mary Frances Coleman and Glen Lanford.

DELEGATIONS/PUBLIC COMMENTS:

Marti Donley & Andy Waple - George Washington Regional Commission - Regional Scenario Planning Study - Mr. Waple stated that he was filling in for Mr. Lloyd Robinson, Director of Transportation for the George Washington Regional Commission, who was not feeling well. Mr. Waple stated that the Regional Scenario Planning Study originated after the completion of their 2035 Long Range Transportation Plan which was adopted in January 2009. Mr. Waple said, in completing the Transportation Plan for the entire George Washington Region, they found that the combination of inadequate revenue for transportation improvement and local land use policies that promote decentralized growth are threatening the sustainability of the region. He said the Study would provide residents, business leaders, and elected officials throughout the George Washington Region the opportunity to explore and debate regional growth visions, their tradeoffs, and alternative futures. Mr. Waple also noted that the scenario planning study will be a useful resource as local governments update their adopted plans and ordinances. He noted that it will also be one input for developing The Fredericksburg Metropolitan Planning Organization (FAMPO's) next Long Range Transportation Plan (LRTP). Mr. Waple noted that the following was a sample of all the organizations they plan to reach out to.

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Local Jurisdictions

Caroline County
King George County
Stafford County
Spotsylvania County
City of Fredericksburg
Town of Bowling Green
Town of Port Royal

State & Federal Government

Virginia Department of Transportation
Virginia Department of Rail & Public
Transportation
Virginia National Defense Industrial
Authority
National Park Service

Regional Agencies & Institutions

Fredericksburg Regional Alliance
Mary Washington University
Military Affairs Council
FAMPO
GWRC
Tri-County Soil & Water Conservation
District
Hanover-Caroline Soil and Water
Conservation District
Central Virginia Housing Coalition

Special Interests

Committee of 500
Fredericksburg Chamber of Commerce
Friends of the Rappahannock
Sierra Club
Local Business Leaders
Local Development Interests
Stafford Regional Airport

Mr. Waple said they were doing this presentation as part of their public outreach to each organization that is involved. He said Town Manager Steve Manster had agreed to serve on their Project Steering Committee if approved by Town Council. In answer to a question from Mr. McDearmon, Mr. Waple stated that the “Committee of 500” originated in Spotsylvania and they oppose many things. The TM said he did not see Germanna Community College listed in the group of organizations involved and thinks it is critical in the employment element of work force development. He said he also saw only one chamber of commerce listed and there are three. The TM suggested that to get the business involvement of the entire region, the other two chambers need to be involved. Mr. Waple said they are offering software training for local government and staff at the end of this project and they are going to give each local government their model. He said Bowling Green and Port Royal are grouped with Caroline County only because of the geography but both Towns will have land use policies incorporated into the models and they can manipulate the data the same as everyone else. Mr. Waple noted that the first of the citizen workshops will be held during the week of September 21 and one of those will

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be held in Bowling Green. He said they are looking at February/March, 2011 for the project completion date. In answer to a question from the Mayor, Mr. Waple stated that they would like the Town Manager involved in the Steering Committee which meets approximately every two months and he would also be reviewing documents, giving input into the models, and commenting on concerns. In answer to a question from the Town Manager, Mr. Waple said the scenarios are developed using information or policies given to them by the localities. The TM said he believes this Town Council and the Caroline Board of Supervisors are in the process of taking action that will make those numbers unrealistic. Mr. Waple said the information is based on 2006 numbers but if they have all the data entered into it, they can manipulate the model very easily. The Mayor thanked Mr. Waple and informed him that they would discuss the Study later in the meeting.

Mark Mallin 224 N. Main Street - Former Council Member Mark Mallin asked to speak and welcomed the new Council Members. He said he had been active in the Town Activity Program and he would like to continue with that. Mr. Mallin said he would like to meet with the Economic Development Committee Members that deal with the Activity Program to get some instructions. Mr. Mallin informed Council that he would be out of Town on July 10th and asked the Mayor and the Council Members to help the Town Manager with the Farmer's Market on that day. He asked Council to also let him know if there is any way he can help them in the future.

Bonnie Cannon – 123 S. Main Street – Ms. Cannon also welcomed the new Council Members and noted that she was happy to see some new faces. She said she had recently heard that A. P. Hill was going to have a third new activity located on the Base. Ms. Cannon said A. P. Hill was never going to stop adding more explosion ranges, etc. unless someone gets involved. Council Member Wright wanted to know what Ms. Cannon wanted A. P. Hill to do. He said if the Federal Government wants to build a building on A. P. Hill there is nothing the Council can do. The Mayor informed Ms. Cannon that a letter had been sent to A. P. Hill regarding the new reserve center going in at A. P. Hill and the concern about petroleum products and leaking. Ms. Cannon said she had also been run off the road by buses going to A. P. Hill and something needed to be done about the buses because that was a safety issue. Speaking to Council Member Davis, Ms. Cannon said she wanted her to see that the flower pots in Town were watered and to do something about the dead boxwoods. Ms. Cannon expressed appreciation to Public Works Director William Stanley and his Staff for putting up the patriotic banners before the 4th of July holiday. She invited everyone to Port Royal for 4th of July activities since no other locality in Caroline was having any festivities.

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Mr. Mallin returned to the podium and suggested the Town contact the merchants to water the plants in front of their business and if they don't, move them to another location. The Public Works Director said they currently have six pots at English Acres being prepared to place on the street.

Dawn Harris – Café on Main Street – Mrs. Harris said she had been watering her plants on the street. She said if the Town needed help to let her know. She also thanked Council for putting up the flags and asked them to let her know about the progress with the billboards.

CONSENT AGENDA: On motion by Mr. Lanford, seconded by Mr. Wright, Council voted to approve the following Consent Agenda, as presented:

- A. Minutes - Regular Meeting – 6-3-10
- B. Minutes – Regular Meeting – 6-23-10
- C. Bills – June 2010

A & M Home Center	97.46	Bear Port A Potty	155.00
Bennett, Deborah	325.00	BMS Direct	813.98
Bowling Green Auto Parts	413.63	Caroline Sheriff's Office	312.84
CE&O Inc.	2,142.00	Cincinnati Insurance	4,949.00
CINTA's of Richmond	583.05	Colonial Scientific Inc.	432.01
ComputerPlus	181.50	DeJarnette & Beale Inc.	17,575.00
ERA	325.95	Fantasy	160.00
G & G Milford Farm Ser.	143.37	Johnson's Exterminating	190.00
Lakeway Publishers of VA	654.90	Landon Krista	200.00
M & W Printers	92.00	Manster, Stephen	642.72
Medic I	35.00	Mid-Atlantic Lab	60.00
Miller Foley Group	4,200.00	On Site PC	125.00
Page Designs & Printing	75.58	Peumansend Creek Ind.	438.00
Power & Flow Solutions	216.00	Quill Corporation	115.68
Raresky Studios	71.25	Stamp Fulfillment Ser.	536.60
The Supply Room Co.	159.61	Travelhost of Central VA	200.00
Troutman Sanders LLP	1,552.00	Union Bank & Trust	2,926.77
Verizon	268.70	Verizon Wireless	334.24
VUPS	31.00	Visa	990.95
Wardico	453.95	Woodward Electric Co	230.00
*VITA	763.30	*Waste Management	8,066.33
*Dominion VA Power	4,377.55	*REC	483.76

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***DeJarnette & Beale 3,897.00**

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

Voting Aye: Lanford, Wright, McDearmon, Webb, Satterwhite, Coleman, and Davis.

INFORMATIONAL ITEMS: The following informational items were noted.

- A. Town Hall Rentals – June, 2010
- B. Police Department Report – June, 2010
- C. Public Works Director’s Report - June, 2010
- D. Treasurer’s May, 2010 Report
- E. Report from Planning Commission Representative

NEW BUSINESS:

- A. Town Manager’s Report

Regional Scenario Planning Study – Presentation to Council – The TM said Bowling Green had been asked to be a part of the Regional Scenario Planning Study and he had been asked to serve on the Steering Committee. In answer to a question from the Mayor, the TM stated that if the Town is going to participate, they need a representative on the Committee. The TM said his understanding was that the Steering Committee would only meet occasionally and the bulk of the work would be on reviewing material that will be presented by the Staff. Mr. McDearmon said he was concerned about them using 2006 data. The consensus of the Council was to allow the Town Manager to participate in the Regional Scenario Planning Study by serving on the Steering Committee and permit the use of Town Hall on September 21st or 22nd for one of their citizen workshops.

Drug Testing – The TM stated that Council had asked him to inquire about opportunities to work with Caroline County Departments to secure drug testing in Bowling Green where the County employees are tested. He said Caroline County no longer does that type of testing, but sends their employees to the same vendor as the Town does. The TM said he recommended that the Town continue with their current program of sending their employees to the Medic I in Fredericksburg.

Washington/Rochambeau Victory Plaza – The TM said the Committee that is

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working to develop a proposal for the Victory Plaza met two days earlier and he relayed Council comments to the Group. He said the next presentation will be to the Board of Supervisors on July 13th. The TM said he expected certain questions asked that only Council could answer and those questions will relate to the level of involvement of the Town of Bowling Green financially. He said he had informed the Committee that the Town's adopted Budget has \$15,000.00 in matching funds for the Project, however he noted that was subject to change. The TM said if he is asked to speak at the Board's meeting, he will inform them that Council still has the option of determining the final amount and if they want to participate in the Project. In answer to a question from Mr. Webb, the TM said the Plaza Committee is made up of Caroline Public works Director John Boryschuk, Caroline Planning Director Mike Finchum, Caroline Economic Development Director Gary Wilson, Sheriff Tony Lippa, and himself.

Boy Scout Jamboree – The TM asked Council to mark their calendars for July 22, 2010 at 6:30 PM when the Town will host a Boy Scout Jamboree reception with invitations to the leaders of the National Boy Scout Jamboree, A. P. Hill leaders, Caroline Board of Supervisors, Town Council and community leaders. He said it has been the tradition for the Town Council to hold such a reception. The Mayor asked Council Member Jean Davis to work with him and Staff on a Committee to organize the reception. The consensus of Council was that the Committee makes the final decision on who to invite to the reception. The TM informed Council of a Boy Scout Jamboree Band that would be holding a concert on July 26, 2010 at 6:30 PM on the Courthouse Lawn. He said they would most likely close the one block on Courthouse Lane and the Fire Department has been asked to prepare some food for the event as a fundraiser. The TM said there would be other activities planned for that evening. The Mayor said they needed to advertise this event and put it on the local cable channel and the web site. In answer to an inquiry from Mr. McDearmon, the TM said he would check to see if there are any video clips that could be placed on the local station. The TM suggested they notify the newspaper and ask them to do a news story. Mr. Lanford asked if this could be any benefit for the merchants in Town. The TM said Kathy Beard would be helping with this event and asking merchants to stay open late. Mr. Mallin said he would be happy to advertise at the Farmer's Market by handing out flyers, etc.

Arts Commission – The TM said he was happy to report that the Arts Commission had received a grant of \$5,000 from the Virginia Commission for the Arts. He said the Commission would be meeting to bring to Council a statement of program goals. He said they would also talk about reallocation to provide matching funds for that Grant.

Activities Program – The TM said Ms. Allyson of Ms. Allyson's Daycare had

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approached him to find out if the Town would have any interest in allowing her to use Town Hall for children's events during the weekdays for 1 to 1 1/2 hours. He said some examples of activities would be a get-to-know-you day, "Christmas in Summer" and a talent show. These events would be open to children from the entire County. The TM said events would be under Ms. Allyson's supervision. Mr. McDearmon suggested this was an opportunity to invest in the community, especially kids, but they need to know they are covered as far as Town Hall and insurance policies. The TM said he had discussed this with their insurance agent Jim Day and he said they were covered. He said he had also asked Ms. Allyson that the Town also be covered under her insurance for these events. Mr. Satterwhite suggested they ask her to advertise so all the children in the County will know about the activities. The consensus of Council was to allow Ms. Allyson to hold children's activities in the Town Hall during the weekdays at no cost to Ms. Allyson.

Travelhost Magazine – The TM asked the Council to look at the Travelhost Magazine they had been given to see the Town's advertising. He said they get advertising four times a year in this magazine. He said this magazine goes to seventy hotels, Fredericksburg Expo and Conference Center, DEA, FBI Academies in Quantico, and all area visitor centers, etc. Mr. McDearmon noted that since Caroline has the opposite page, it's almost like the Town has both pages. Mr. Mallin suggested the TM check on the 500 to 1,000 copies that are supposed to go to A. P. Hill.

American Cancer Society – The TM asked the Council to note the thank you letter in their packet from the American Cancer Society for the Town's substantial contribution of \$1,532.75, as a result of the Town's Festival of Feet which is now an annual event. The TM said an almost equal amount has been sent to the Virginia State Police Association Emergency Relief Fund.

B. Resolution – Appropriation of Funds to Pay Certain Recurring Expenses – On motion by Mr. Wright, seconded by Mr. Satterwhite, Council voted to approve a resolution authorizing the monthly payment of certain expenses without prior authorization from the Town Council. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

C. Resolution – Designation of Depositories for Town Funds – On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to approve a Resolution designating Union First Market Bank and EVB Bank as depositories for funds of the Town of Bowling Green. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

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D. Appointment of Vice Mayor and Town Council Committees – **On motion by Mr. Wright and seconded by Mr. Webb, Council voted to appoint Council Member Glenn McDearmon to serve another term as Vice Mayor. Voting Aye: Wright, Davis, Coleman, Lanford, Satterwhite, and Webb. Abstained: McDearmon.**

Appointment of Town Council Committees – The Mayor appointed the following Town Council Members to serve on the following Committees:

WATER, SEWER AND TRASH:

Daniel Webb (Chairman) and Glenn McDearmon

PUBLIC HEALTH AND SAFETY/PERSONNEL:

Glenn McDearmon (Chairman) and Otis Wright

ECONOMIC DEVELOPMENT/ACTIVITIES TOURISM:

Glen Lanford, (Chairman) and Daniel Webb

BUDGET:

Jean Davis (Chairman) and Glen Lanford

BUILDING AND GROUNDS:

Otis Wright (Chairman) and Jean Davis

ORDINANCES, LICENSES, PERMITS:

Jason Satterwhite (Chairman) and Mary Frances Coleman

STREETS AND SIDEWALKS:

Mary Frances Coleman (Chairman) and Jason Satterwhite

E. Appointment of Representative to Planning Commission – The TM asked if there was anyone who would like to serve as the Council’s representative on the Planning Commission but no Council Member felt that they had the amount of time available in which to make an appropriate level of commitment to the Commission’s activities. The TM said the State Code says a member of Town Council may serve on Planning Commission but it isn’t required. It was suggested that since there didn’t seem to be much interest; they should discuss this again at the next meeting. Mr. Webb asked if there was a conflict with potential siblings serving on Planning Commission and on

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Town Council. The TM was asked to find out if one siblings serving on Planning Commission and another one serving on Town Council was a conflict.

F. Appointment to Planning Commission – The TM said he had been in touch with Planning Commission Member Johnson Coleman whose term had expired and Mr. Coleman agreed to serve another term on Planning Commission. The Mayor said there are still two vacancies on Planning Commission. **On motion by McDearmon, seconded by Mr. Wright, Council voted to reappoint Johnson Coleman to serve another term on Planning Commission. Voting Aye: McDearmon, Wright, Davis, Lanford, Satterwhite, and Webb. Abstained: Coleman (Ms. Coleman is the sister of Johnson Coleman).**

Mr. Webb suggested they discuss the other potential Planning Commission candidates during Closed Session.

G. Request to adopt a Resolution Concerning Predatory Lending – City of Staunton - The TM said in Council’s packet, they have a letter and some supporting documentation that he received from City of Staunton, VA. He said they were asking for a resolution in support of potential action by the General Assembly to protect people from predatory lending such as payday loans. Mr. Lanford suggested they should do what they can to help. **On motion by McDearmon, seconded by Webb, Council voted to adopt the same resolution that the City of Staunton has adopted regarding predatory lending and forward it to the General Assembly and the City of Staunton. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite and Webb.**

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Public Health, Safety/Personnel - Mr. McDearmon said they did not have a report but wanted to say that he is happy with the way the drug testing is being conducted.

B. Building and Grounds - Mr. Wright said they are still in the process of developing a program for the improvement of Town Hall and will be meeting again in July.

C. Budget - There was no report from the Budget Committee.

D. Ordinances, Licenses and Permits – Mr. Satterwhite said there was no report

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but they are waiting to receive their hard copies of the Town Code.

E. Economic Development /Activities Tourism

Bypass Signs – Mr. Webb said he would like to report that the billboard signs should be up the following week.

F. Water, Sewer and Trash

Street Clean-up - Mr. Webb said he felt the gutter pans in the street have a lot of sediment in them, possibly from the snow in winter. He said he would like to see that cleaned up, especially if they can get some help from the inmates at the Camp 2 Correctional Center. Mr. McDearmon said if they pick up the Camp 2 help they may want to do something in the back of the businesses on Main Street because they are looking horrible. He suggested asking the businesses to help them out with the clean-up. Public Works Director William Stanley said one of the projects they were looking at was the painting of the Town’s Visitors Center and also the rear of the Main Street businesses. Mr. Stanley said he was meeting with Lieutenant Yerby of Camp 2 Correctional Center the following Thursday and he will mention these three projects. He said Mr. Yerby would let him know if this was a safe project and something the inmates could do. The Mayor said he also thinks there is a ready work force at Pamunkey Regional Jail. He said they are ready and willing to help again, like they have done in the past. The Mayor said they have a need of consistent help and he would like to see Council authorize Staff to begin immediately to get the extra help. Mr. Stanley stated that Camp 2 has their own supervision but the Pamunkey inmates must be supervised by Town Staff from the time they are picked up until they are taken back. He said they may need to look at a part-time person to oversee the inmates. The TM said they will look into all possibilities but it seems the most reasonable source of free labor is Camp 2. Mr. McDearmon agreed with the Mayor on getting started with the workers and noted that he trusted the staff’s judgment. The consensus of the Council was to move forward with getting the inmate help that is needed. Mr. Webb suggested they consider getting a street sweeper to get the sand off the streets. Mr. Stanley said with the cost of hiring a street sweeper, they could pay for a street sweeper in three years. Mr. Webb suggested they use blowers to get the sand off the sidewalks and streets.

G. Streets and Sidewalks – There was no report from the Streets and Sidewalks Committee.

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PARKING ISSUES BEHIND THE BOWLING GREEN HEALTH CARE CENTER:

The Mayor said he had a lunch meeting with the Administrator at the Bowling Green Health Care Center who informed him of problems with break-ins, glass breakage and loitering around the back parking lot of the Center. He said he would like to ask that patrol be stepped up at night in that back area of the Health Care Center. The Mayor said he would also like to see some strategic parking of the other Town police car in that area. The Police Chief said he was aware of the problem and has tried to catch them, even on bicycle but had no luck. The Mayor suggested the Chief make the Health Care Administrator aware that he is working on the problem.

CLOSED SESSION: On motion by Mr. McDearmon, seconded by Mr. Satterwhite, Council voted to go into Closed Session in accordance with State Code Section 2.2-3711-A 1 under Personnel to discuss candidates for Town Attorney and potential appointments to the Bowling Green Planning Commission. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

The Clerk left after the motion to go into Closed Meeting and the Town Manager recorded the remainder of the meeting.

OPEN SESSION: On motion by Ms. Davis, seconded by Mr. Wright, Council voted to reconvene in Open Session and certify that to the best of (their) knowledge, only public business matters lawfully exempted from open meeting requirements under Chapter 37 of the Code of Virginia, as amended, and only such public business matters as were identified in the motion by which the Closed meeting was convened were heard, discussed or considered in the closed meeting by Town Council and that no action was taken by Town Council in closed session on any matters discussed. Such motion and corresponding certification passed by 7-0 vote. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

APPOINTMENTS TO THE BOWLING GREEN PLANNING COMMISSION: On motion by Mr. Wright, seconded by Ms. Coleman, Council voted to appoint Gene Self to a four year term on the Bowling Green Planning Commission. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

On motion by Mr. Webb, seconded by Mr. Lanford, Council Voted to appoint Mr. Matthew Rowe to a four year term on the Bowling Green Planning Commission. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

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On motion by Mr. McDearmon, seconded by Mr. Lanford, Council voted to appoint Ms. Jean Davis as Town Council’s representative on Planning Commission. Voting Aye: McDearmon, Wright, Davis, Coleman, Lanford, Satterwhite, and Webb.

Mr. Satterwhite left before the adjournment at 10:25 P. M.

ADJOURNMENT: On motion by Mr. Webb, seconded by Mr. Wright, Council voted to adjourn the meeting at 10:35 P. M. Voting Aye: McDearmon, Wright, Davis, Coleman, Satterwhite, Lanford, and Webb.

UNOFFICIAL

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