

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING

MINUTES

08-04-11

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

MEMBERS ABSENT: Daniel Webb.

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

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.

PUBLIC HEARING:

A. Proposed Ordinance No. 7-11 – Economic Development Authority of the Town of Bowling Green – The Mayor opened the Public Hearing and read the following notice published in the Caroline Progress on July 21 & 28, 2011:

Ordinance No. 7-11 amends the Bowling Green Town Code to add Article V, “Economic Development Authority of the Town of Bowling Green” to Chapter 2, “Administration of Government” of the Bowling Green Town Code to allow for the creation of the Economic Development Authority of the Town of Bowling Green pursuant to the grant of authority contained in VA Code Section 15-2-4903.

The Mayor called for comments from the public on the proposed ordinance. He called a second and third time for comments. Hearing none, he closed the public hearing at 7:33 P.M. Mr. Lanford asked about the Town Attorney’s question concerning potential limitations included with the document. Ms. Erard said she did not include limitations in the draft Ordinance but there is the authority under the State Code to limit the number and type of facilities that the Authority could finance. She said what she was asking whether Town Council desired to include such limitations in the Ordinance. In answer to a question from the Mayor, Ms Erard stated that she believes the Bowling Green

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Economic Development Authority (EDA) can include residents from outside of the Town. Ms. Erard said that if Council adopts this Ordinance, they may want to also consider what process they want to use for vetting perspective appointees to the EDA. Mr. Lanford said he would like to see the Council do the best they can to select people from within the Town first and then go outside, only if necessary. **On motion by Mr. Lanford, seconded by Mr. McDearmon, Council voted to approve Ordinance No. 7-11, as presented, to allow for the creation of an Economic Development Authority for the Town of Bowling Green.**

Roll Call:

McDearmonAye WrightAye
SatterwhiteAye LanfordAye
DavisAye ColemanAye

Ms. Erard noted that according to the State Code, every director shall at the time of his appointment and thereafter, reside in the locality in which the Authority operates or in an adjoining locality.

B. Proposed Granting of a Fifteen (15) Foot Easement for Underground Utilities to Rappahannock Electric Cooperative on the Pump Station Property on Route 301 - The Mayor opened the public hearing and read a portion of the following public notice that was published in the Free Lance Star on July 28, 2011:

Please take notice that on the 4th day of August, 2011 at 7:30 P.M. at the regular monthly meeting of the Bowling Green Town Council, at Town Hall, 117 Butler Street, the Council will conduct a public hearing pursuant to Virginia Code Section 15.2-1800 to receive public input regarding the proposed granting of a fifteen (15) foot easement for underground utilities to Rappahannock Electric Cooperative on the pump station property on Route 301.

The Mayor called for comments from the public on the proposed deed of easement. He called a second and third time for comments. Hearing none, he declared the public hearing closed at 7:40 P.M.

On motion by Mr. McDearmon, seconded by Mr. Wright, Council voted to adopt a Right of Way Easement Agreement granting a fifteen (15) foot easement for underground utilities to Rappahannock Electric Cooperative on the pump station property on Route 301, as submitted. Voting Aye: McDearmon, Wright,

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Satterwhite, Lanford, Davis, and Coleman.DELEGATIONS:

A. Kathryn Burchell – 138 Milford Street – Ms. Kathryn Burchell was present on behalf of Caroline Chapter 174 of the Eastern Star to thank the Council for allowing her Chapter to hold a fundraiser bake sale at the Farmers' Market on July 30, 2011. She said they raised \$275.00 at their bake sale. Ms. Burchell also expressed appreciation to Mark Mallin for helping them set up for the sale.

CONSENT AGENDA: On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to approve the Consent Agenda, as presented.

- A. Minutes - Regular Meeting – 07-07-2011
- B. Bills – July, 2011

A & M Home Center	240.35	BAI Municipal Software	500.00
Bennett, Deborah	330.00	Bourne & Sons Janitorial	82.95
Bowling Green Auto Parts	233.04	B. G. Fire Department	800.00
Caroline Sheriff's Dept.	1,158.00	CE&O Inc.	2,142.00
CINTA'S of Richmond	301.64	ComputerPlus	181.50
D&J Meat	450.00	Dominion Chemical CO.	294.00
Dominion VA Power	5,001.15	Erard Andrea G	1,250.00
Food Lion, Inc.	31.99	G & G Farm Service	482.85
Hach Company	439.13	HD Supply Waterworks	2,408.04
Johnson's Exterminating	190.00	Lakewood Publishers of VA	146.20
M & W Printers	460.00	Mid-Atlantic Lab	2,500.00
On Site PC	133.45	Peumansend Creek	303.00
Power & Flow Solutions	289.58	Race Timing Unlimited	450.00
Rapp. Col. Heritage Society	150.00	REC	467.69
SOSmetal Products	1,751.09	Staples Direct	149.77
The Cincinnati Ins. Co.	6,269.00	The Free Lance Star	97.90
The Supply Room Co.	36.87	Treasurer of VA	829.60
USA Blue Book	317.49	VA Dept of Health	1,551.85
Verizon	271.22	Verizon Wireless	172.41
VUPS	17.85	Visa	2,987.98
VLGMA	200.00	Wardico	450.32
Waste Management	8,066.33	*Shell Fleet Plus	1,038.24

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

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

INFORMATIONAL ITEMS: The following information items were noted:

- A. Town Hall Rentals Report – July 2011
- B. Public Works Director’s Report – July 2011
- C. Treasurer’s Report – June 2011

NEW BUSINESS:

A. Presentation of Draft Water Resources Plan – Gary R. Schwartz, W.W. Associates - Mr. Schwartz stated that on behalf of the Town of Bowling Green and Caroline County, he was present to give an overview of the Regional Water Supply Plan. Some of the highlights of the presentation are as follows:

1. The State Water Control Board Regulation #9VAC 25-780, effective November 2005, requires that all local and regional communities, cities, towns prepare a water supply plan.
2. The Plan is due to the DEQ by November 2011.
3. The regional plan for this jurisdiction is that the Town of Bowling Green is aligned with Caroline County.
4. The goal of the State Water Control Board is to provide safe drinking water; encourage, promote, and protect water resources; and develop incentives for alternate water resources. Aid in development of water supply projects for future water demands.
5. A resolution approving the plan from each local government that is a party to the plan and a record of the local public hearing is required.
6. The Plan identifies water sources and existing water sources.
7. The Plan identified options to accommodate future needs which are water conservation; maximize existing groundwater wells, further groundwater development, interconnections with Caroline County and Fort A. P. Hill.

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8. The summary of actions would be to hold a public hearing, Resolution to adopt Plan, adopt Drought Management Plan Ordinance with a goal to submit to the Department of Environmental Quality by October 2011.

In answer to a question from the Mayor, Ms. Erard stated that A. P. Hill is not required to do a water plan. Mr. Schwartz, in answer to a question from the Mayor, stated that piping water from the Rappahannock River is acknowledged in the document as an alternative source. The Town Manager (TM) asked if the Town would be adopting the entire document with Caroline County or just the Town's part because some goals of the County are different than some of the Town's goals. Mr. Schwartz stated that the Town is required to adopt a Study. Ms. Erard stated that the Town agreed to participate in the Study with Caroline County and to the extent that the Study is related to the Plan, they would be adopting the Study. The TM said the Council needs to see the contents of the Plan before they consider a resolution. Mr. McDearmon suggested the Town was being asked to accept a document without knowing how it affects the Town. He indicated that they need more planning and coordination with the County. Ms. Erard stated that the requirements are that a locality engages in a Study and based on that Study they conduct a public hearing and adopt a resolution saying that the Study has been performed and also adopt a drought management ordinance. Public Works Director William Stanley stated that the true numbers that are coming in yearly from the water system are what will be used and not the fifty year projection of population numbers. He said when they reach 80% of their capacity; they will have to find new water sources. Mr. Stanley stated that the only concern was what DEQ may bind them to in the future. Ms. Erard noted that water availability is going to be a tremendous issue for all localities. She stated that adopting the Resolution and the Drought Management Plan Ordinance is not going to bind the Town to utilizing these options but the Study simply identifies options at this time. In answer to a question from the Mayor, Mr. Schwartz stated that they had not done a study on the option of drawing water from the Rappahannock River but that is an alternative that can be done. Ms. Erard said she thinks the initial goal of the DEQ is to have localities start looking at viable options for water. In answer to a question from the Mayor, Mr. Schwartz said a briefing on the Regional Water Supply Plan had been made to the Board of Supervisors by Herb White. Ms. Erard stated that if there are portions of the Study that are objectionable or they would like to comment on, they can look at including that in the Resolution that she recommends they prepare and vote on in September. Mr. Stanley said they have started discussing numbers with Caroline County and some changes may still be made to the draft document. In answer to a question from Ms. Davis, Mr. Schwartz said the figures are from 2008 because that was when they started getting histories, etc., and it takes a long time to compile information. Mr. Stanley said they also had to meet with DEQ several times to make sure that the draft of the plans

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met their regulations. He said that five years before this Plan was started they had to do an in-house water management plan that showed what they would do in an emergency, such as borrowing water from Caroline County and other localities. In answer to a question from the Town Manager, Mr. Stanley said he believes that the Milford Sanitary District was not identified in the Document for interconnection because at one point in time Milford Sanitary District stood alone and the County took it in and now it is included in the Caroline County System. The TM questioned whether the term “Milford Sanitary District” should be removed from the Study if it is part of the County’s system. **On motion by Ms. Davis, seconded by Mr. Wright, Council voted to advertise to hold a public hearing on September 1, 2011 at 7:30 P.M. regarding the Regional Water Supply Plan and present Council with a draft Resolution and Drought Management Plan Ordinance for their consideration.** Mr. McDearmon suggested there were some questions that need to be answered before they vote on any options. He said they would need to rely on Staff for some answers but he implored Council to take a look at the Plan. The Mayor also suggested that the Water, Sewer and Trash Committee meet and work with Staff to review the document. **Voting Aye: McDearmon, Wright, Satterwhite, Lanford, Davis, and Coleman.**

B. Police Department Report – Police Chief Steve Hoskins gave a brief review of his written report. He noted that he would have a new auxiliary officer, Danny Joyner, coming in on Monday. The Chief said he had been moving the car around to different locations in Town to deter speeding. He also stated that the Sheriff’s Department is planning on giving him one of their excess vehicle computers which will allow him to access DMV, etc. without going through the Sheriff’s Department. He said he would need to be trained again on the computer program, since he had not been using it since he retired from the Sheriff’s Department. The Mayor said he had received a call regarding speeding on Maury Avenue and he asked the Chief to park a car on Maury and do some extra enforcement on that street. The Chief said he patrols all the streets in Town and is checking speeds on all streets.

C. Town Manager’s Report

\$500.00 Donation from Dominion Virginia Power – The TM reported that the Town had received from Dominion Virginia Power an unsolicited donation of \$500.00 for the December holiday events, such as the parade. He said they were very appreciative of that donation.

Caroline Chamber of Commerce Government Advisory Committee – The TM stated that approximately five years ago the Council appointed him to serve as the

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Town's representative on the Caroline County Chamber of Commerce Board of Directors. He noted that based on recent changes to the By-laws of the Caroline Chamber of Commerce, government representatives no longer serve on the Chamber Board of Directors and the Board is totally occupied by members of the Caroline County business community. The TM said because of the need by the Chamber to maintain a link with government entities, the Chamber created a Government Advisory Committee and the Towns of Bowling Green, Port Royal, along with Caroline County, Caroline County School System and Fort A.P. Hill have been asked to make appointments to that Committee. He said he had been asked by the President Tana McDonald, to Chair this Committee. He requested Council's authorization to serve on this Committee and Chair the Committee. The TM said he felt that service on the Committee would have benefits for the Town in working toward improving the business climate, working with adjoining localities and Fort A. P. Hill, and also furthering the Town's initiatives concerning improvements relating to community involvement with the school system. The Mayor said from a time stand point, this appointment would take less time since this Committee meets quarterly and the Board met monthly. **On motion by Coleman, seconded by Satterwhite, Council voted to authorize the Town Manager to serve on the Caroline Chamber of Commerce Government Advisory Committee and also chair that Committee. Voting Aye: McDearmon, Wright, Satterwhite, Lanford, Davis, and Coleman.**

Grand Opening for New Business in Town – Lap Dog – The TM informed Council that on August 13, 2011 at 10:00 A.M., there would be a grand opening and ribbon cutting for a new business called “Lapdog” which is a pet supply store that is located on the corner of Chase and Main Streets. He encouraged the Council members to attend the grand opening.

Metrocast Cable Company - The TM said the big dishes on the back of the Town's property that are owned by Metrocast have been removed. He also noted that by the end of August, a contract had been made by Metrocast to remove all the towers and wiring.

Rappahannock Reception Room - The TM announced that recently the Rappahannock Reception Room had been used by Fort A. P. Hill to host a reception for the new Commander of the Washington District, General Linnington. He said General Linnington was very impressed by our beautiful Town.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Water, Sewer and Trash

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Request for Discontinuance of Refuse Collection – The TM asked Council to note the Water, Sewer and Trash Committee report that had been included in their packet regarding the trash collection services at 124 and 126 North Main Street. He noted that within that report was a letter from Maury Heights Corporation requesting that trash services at 124 and 126 North Main Street be discontinued. The TM said this property was formerly used by the Remuda Ranch Corporation and will become the Bowling Green Suites. He said the Town Code gives Commercial and High Density Residential Uses the ability to request the discontinuance of trash service. The TM stated that the Committee has discussed this and the recommendation is for the Council to approve this request. **On motion by Mr. Wright, seconded by Mr. Satterwhite, Council voted to approve the request by the Maury Heights Corporation to discontinue payment for trash service from this billing period forward at 124 and 126 North Main Street locations. Voting Aye: McDearmon, Wright, Satterwhite, Lanford, Davis, and Coleman.**

B. Economic Development – There was no report from the Economic Development Committee.

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

D. Streets and Sidewalks

Street Cleaning – Ms. Coleman noted that the space between the sidewalks and the street has a lot of grass growing in it. She asked if there were any plans to run the edging machine soon. The PWD said they are working toward getting that cleaned up now. He said they were also going to be spraying some of the areas. In answer to a question from the Mayor, the PWD said they were exploring some options with the equipment they have and expect to be able to clean up the streets this year without having to use inmates.

E. Public Health, and Safety/Personnel

Personnel Evaluations – Mr. McDearmon stated that the Personnel Committee has completed evaluations. He said the process may need a little tweaking but he thought it had worked well.

F. Building and Grounds - There was no report from the Building and Grounds Committee.

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G. Ordinances, Licenses, Permits – There was no report from the Ordinances, Licenses, Permits Committee.

MAYOR’S REPORT:

A. Caroline Museum and Cultural Center - The Mayor said he had received an e-mail from Susan Sili earlier in the morning concerning the Caroline Museum and Cultural Center. He said she had asked Council to mark their calendars for August 25, 26, and 27th for the grand opening of the Caroline Museum and Cultural Center. He said she had also included a press release regarding the HistoryMobile which is a prestigious mobile display that will be in Bowling Green the same days. The Mayor read the e-mail to Council and reminded them of the reception that would be held on Friday, August 26, 2011 between 5:00 and 7:00 P.M.

VETERAN’S DAY: Mr. McDearmon reminded Council that Veteran’s Day is coming up in November and there are some great opportunities for the Town to show their appreciation to the veterans. He said they are having a grand event and he hopes everyone will come and show their support. The Mayor said General Linnington was planning to come back for the event, along with his family. Mr. McDearmon said they have a great video with background music that was done a few years ago by some church groups and it is called “We Will Not Forget.” He said they are planning on bringing that back as part of the celebration for Veteran’s Day.

ADJOURNMENT: **On motion by Mr. Lanford, seconded by Ms. Davis, Council voted to adjourn the meeting at 9:00 P.M. Voting Aye: McDearmon, Wright, Satterwhite, Lanford, Davis, and Coleman.**

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