

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING MINUTES

2-2-2012

MEMBERS PRESENT: Mayor David Storke, Jean Davis, Otis Wright, Daniel Webb, Mary Frances Coleman, Glen Lanford (Arrived at 7:37 P.M.), and Jason Satterwhite.

MEMBERS ABSENT: Vice Mayor Glenn McDearmon.

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

AUDIENCE: Hardy Dunnington, Tim Cox, Eunice Key, Roger Key, Tim Lewis, Sharon Wright, Terri Haygood and her children, and Bonnie Cannon.

The Mayor called the meeting to order at 7:35 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 COMMENTS:

Bowling Green Arts Commission – Mr. Hardy Dunnington, chairman of the Bowling Green Arts Commission, was present to update the Town Council on the activities and plans for the Commission. He stated that the Commission would like to increase the number of members on the Commission and to increase the scope of activities planned for the Commission. He stated that they would like to concentrate on other forms of art to include musical concerts, drama, and a possible “Rural Art Trail.” He stated that the names of possible members had been forwarded to the Mayor for consideration.

(Lanford entered at 7:37 P.M.)

Mr. Dunnington stated that the Commission would like to recommend Jan Finn-Duffy and Katie Boltz to fill the vacant seats on the Commission. He stated that the Commission has also recommended that the membership be increased to 11 members. If the membership is increased to 11 members, the Commission would like to recommend two additional members. The Commission’s recommendations are Patrick DeCrane and Robyn Sieg. With those appointments there would be two seats left for future members.

Mayor \_\_\_\_\_ Clerk \_\_\_\_\_

**On motion by Mr. Wright, seconded by Ms. Davis, Council voted to approve Resolution R-01-12 (A copy is attached to these minutes) which increases the membership of the Bowling Green Arts Commission along with other adjustments to the Arts Commission. Voting Aye: Wright, Webb, Davis, Coleman, Lanford, and Satterwhite.**

The Mayor stated he would like to appoint Jan Finn-Duffy, Katie Boltz, Patrick DeCrane, and Robyn Sieg to the Bowling Green Arts Commission.

The Mayor closed the Public Comments portion of the meeting.

DELEGATIONS:

Missy Benson – Ms. Benson was at the meeting to present a plan for the Bowling Green Park. Mr. Satterwhite, Bowling Green Park Committee’s Chairman, presented a plan for the proposed Bowling Green Park. He stated that the plans included both a toddler section and a section for ages 6-12 years old. He stated that they had started with a plan for equipment only with a cost of \$63,560 and due to special pricing from the equipment vendor the Committee was recommending a plan for the purchase of equipment for \$36,000 which included 14 pieces of equipment. There would be additional charges for installation and site preparation work. He stated that they would be pursuing other quotes. He stated that the total cost for Phase I would be \$55,000 for equipment, installation and ground cover. Phase II of the project would be discussed in the future. He stated that they hoped to raise \$20,000 of the project cost through donations. He stated that the Rappahannock Electric Cooperative had pledged \$5,000 toward the project and part of the Annual Festival of Feet Race proceeds will also be donated toward the project. The TM stated that the project was being funded over the next two fiscal budgets. He stated that funding for this year would be presented as a budget amendment at the next meeting. He suggested that Town Council consider holding a special meeting and schedule a Public Hearing for the creation of a park on Town owned property and to amend the FY11 budget. He suggested holding that meeting on February 23, 2012.

**On motion by Mr. Satterwhite, seconded by Ms. Coleman, Council voted to schedule a special meeting and hold a Public Hearing on Thursday, February 23, 2012 at 7 p.m. in the Rappahannock Meeting Room regarding the creation of a park on Town owned property and to amend FY11 budget. Voting Aye: Wright, Webb, Davis, Coleman, Lanford, and Satterwhite.**

Mayor \_\_\_\_\_ Clerk \_\_\_\_\_

**CONSENT AGENDA:** On motion by Mr. Satterwhite, seconded by Ms. Wright, Council voted to approve the Consent Agenda, as presented. Voting Aye: Wright, Webb, Davis, Coleman, Lanford, and Satterwhite.

- A. Minutes - Regular Meeting – 1-5-2012
- B. Bills – January 2012

A & M Home Center	100.39	Amerigas	1,572.23
Bear Port A Potty	477.75	Bennett Deborah	315.00
Bowling Green Auto Parts	313.74	Caroline County	3,700.00
Caroline Sheriff’s Office	648.00	CINTA’s of Richmond	301.64
Computerplus	181.50	D&J Meat	235.00
Davis & Associates	4,828.00	Dominion Chemical	254.00
Dominion VA Power	1,627.18	English Acres	150.00
Envirocompliance Lab	150.00	Environmental Res. Assoc.	398.52
Erard Andrea G	1,250.00	Fisher Scientific	151.48
Flower Fashions	395.00	G& G Milford Farm Ser.	103.86
Gall’s	252.90	Harrie Plumbing & Heating	1,293.89
Lakeway Publishers	930.40	M & W Printers	319.95
Mid-Atlantic Lab	440.00	Nicklin Steve	140.00
On Site Pc	110.00	Poster Compliance	79.00
REC	581.08	Raresky Studios	225.00
SOS Metal Products	3,237.73	The Free Lance Star	1,348.69
The Supply Room	179.14	USA Blue Book	55.14
Verizon	326.38	Verizon Wireless	257.54
VA Utility Protection Ser.	29.40	VISA	540.75
Wardico	508.94	Waste Management	8,066.33
Winding Brook	260.66	Xerox Corporation	210.80
Dominion Va Power	843.64	Miller Foley	1,400.00
VITA	700.05	Visa	23.38
*Shell	1170.35		

\*Bills previously or separately authorized by Council.

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

**INFORMATIONAL ITEMS:** The following informational items were noted:

- A. Town Hall Rentals Report – January, 2012

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- B. Public Works Director’s Report – January, 2012
- C. Treasurer’s Report

NEW BUSINESS:

A. Police Department Report – January 2012 – The Police Chief reported that the Caroline County Sheriff’s Office had no reportable calls for January. He stated that he had written seven speeding tickets and given five warnings. The Mayor stated that he had received a complaint regarding an individual still loitering on Main Street and the PC stated that he had talked to that individual and would continue to monitor the situation.

B. Planning Commission Report – The TM stated the Planning Commission had elected Martin Hauser as Chairman for 2012 and Matt Rowe as Vice Chairman of the Planning Commission. He stated that the next meeting would be held on February 27, 2012, due to the third Monday being a holiday. The TM stated that the Commission held a Public Hearing at its last meeting regarding the removal of motels, hotels and inns as a permitted use in the B-2 Zoning District. He stated that the Planning Commission has recommended that the Town Council remove those permitted uses from the B-2 Zoning District. The TM stated that the Planning Commission will continue their review of allowing private streets primarily in commercial subdivisions. The TM stated that normally after a Planning Commission recommendation the Town Council will review the matter and schedule a Public Hearing. He stated that although he supports the Commission’s recommendation he recommends that the Town Council not take any action at this time until the B-3 Zoning District is mapped. In response to a question from Mr. Webb, the TM noted that it might be appropriate for Council to refer the B-3 Zoning District matter to the Planning Commission in about 90 days.

- C. Town Manager’s Report

Charter Change Regarding Date Change of Town Elections – The TM stated the Division of Legislative Services stated that such a change in the Town Charter is not required at this time since changes in the State Code allow the Town to implement such a change in the date of the election without further action by the State. He stated that the Town Charter could be changed at any future session.

Proposed Constitutional Amendment Concerning Eminent Domain – Mr. Manster stated that the proposed amendment had been brought up at the last Town Council meeting and Council asked for more information. The TA has found more information regarding the matter and news articles were included in this month’s packet. A resolution

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was included in opposition to the proposed amendment for Council’s review.

**On motion by Mr. Lanford, seconded by Mr. Webb, Council voted to adopt Resolution R02-2012 in opposition to the proposed amendment regarding eminent domain. Voting Aye: Wright, Davis, Coleman, Lanford, Webb, and Satterwhite.**

The TM was directed to send the adopted resolution to our General Assembly delegation.

New Employee Laura Gifford – Mr. Manster welcomed Laura Gifford to employment with the Town of Bowling Green. She will be working in the Town Hall Office as an Account Clerk/Receptionist.

Chad Webb Reappointment to Bowling Green Planning Commission – Mr. Manster stated that Chad Webb’s term as a member of the Bowling Green Planning Commission will expire on March 4, 2012. He stated that he talked to him and he was willing to serve another term.

**On motion by Mr. Wright, seconded by Ms. Satterwhite, Council voted to reappoint Chad Webb to a four year term as a member of the Bowling Green Planning Commission. Voting Aye: Wright, Davis, Coleman, Lanford, and Satterwhite. Abstain: Webb.**

Economic Development Authority – Mr. Manster stated that Glen Lanford had been elected Chairman of the Bowling Green Economic Development Authority and John Sieg has been elected Vice-Chairman. Mr. James Sanderson of Davenport and Associates presented an overview of the typical operations of an EDA. The Authority will meet with representatives of other similar groups to learn of their activities.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Public Health & Safety/Personnel – There was no report from Public Health & Safety/Personnel Committee.

B. Streets and Sidewalks – There was no report from Streets and Sidewalks Committee.

C. Water, Sewer and Trash – There was no report from the Water, Sewer and Trash Committee.

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

E. Building and Grounds – There was no report from the Building and Grounds Committee.

F. Economic Development/Activities /Tourism – There was no report from the Economic Development/Activities/Tourism Committee.

G. Budget – The TM presented a report from the Budget Committee. He stated that the Committee is working on budget preparation for FY13. He stated that the Committee had also discussed the computer upgrade for the Town Hall Office and implementation of credit card payment for Town citizens. The cost is estimated at \$12,123.73. The major cost is the software upgrade for the IBM main server which accounts for at least half of the costs. The TM stated that the Budget Committee was hesitant to recommend funding at this time due to the large volume of Town needs. Mr. Webb stated that some of the software upgrades should be included in our regular annual budgeted amounts. There was discussion about the proposal.

**On motion by Mr. Wright, seconded by Mr. Lanford, Council voted to authorize the TA to prepare an ordinance to amend the budget for the computer and software upgrades at the special meeting scheduled for February 23, 2012 at 7 P.M. at the Rappahannock Meeting Room. Voting Aye: Wright, Davis, Coleman, Lanford, Webb, and Satterwhite.**

**ADJOURNMENT: There was a motion made by Mr. Satterwhite and seconded by Mr. Lanford to adjourn at 8:30 P.M. Voting Aye: Wright, Webb, Satterwhite, Davis, Lanford, and Coleman.**

Mayor \_\_\_\_\_ Clerk \_\_\_\_\_