

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING
MINUTES

12-6-2012

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

OTHERS PRESENT: Town Manager Stephen Manster, Account Clerk Laura Gifford, Police Chief Steve Hoskins and Town Attorney Andrea Erard.

AUDIENCE: Tim Cox, Tammy Giles, and Bonnie Cannon.

The Mayor called the meeting to order at 7:34 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 Mark Bissoon to Council and congratulated Council Members Otis Wright, Glenn McDearmon, Jason Satterwhite and Daniel Webb on their re-election. He thanked everyone for their service and for all the hard work they do. He also voiced his appreciation to Mr. McDearmon, who fills in for Mr. Storke when needed. Mr. Storke stated that he looks forward to working with everyone over the next year.

DELEGATIONS/PUBLIC COMMENTS:

Tammy Giles – Bud’s Towing Owner – 17440 A.P. Hill Blvd – Ms. Giles asked Council how the 301 corridor property owners will benefit from paying extra real estate taxes for the Water and Sewer Project in the Tax District. She said that it is frustrating to pay additional taxes without seeing any investments on that side of Town. Mr. Storke asked Ms. Giles if she would be able to stay for the whole meeting, because Council plans on discussing the next step. Ms. Giles stated that the amount of traffic through that area could benefit both business owners as well as the Town and she would like to see more activity and improvements in that area.

Asking again for Public Comments and hearing none, the Mayor closed the Public Comments portion of the meeting.

Mayor _____ Clerk _____

CONSENT AGENDA: On motion by Ms. Davis, seconded by Mr. McDearmon, (Treasurer's Report was not included in the agenda packet or on the Council table) Council voted to approve the Consent Agenda, as presented. Voting Aye: Webb, Satterwhite, Coleman, Wright, McDearmon, Bissoon, and Davis.

- A. Minutes – Town Council Meeting – November 1, 2012
 B. Bills – November 2012

A & M Home Center	1,817.42	AECOM	34,580.00
Amerigas	153.81	Bennett, Deborah	315.00
Betty Mays Handcrafts	50.00	Bissoon, Mark	200.00
Blue Tarp Financial	558.92	Bowling Green Auto	1,412.83
CE&O	2,141.00	Chesterfield Insurance	310.00
CINTA's of Richmond	354.25	Coleman, Johnson	100.00
Coleman, Mary F.	600.00	ComputerPlus	181.50
Costco	55.00	Creative Catering 4U	400.00
D & J Meat	500.00	Davis, Jean	700.00
Derricotte, Linda	150.00	Dominion Chemical	254.00
Dominion VA Power	5,819.94	English Acres Nursery	349.20
Environmental Resources	628.82	Erard, Andrea G	1,250.00
Ferrer, Elizabeth	150.00	Fire Safety Systems	545.46
Flores, Armando	100.00	G & G	159.04
G H Watts Construction	2,300.00	Hach Company	308.05
Harrie Plumbing & Heating	618.04	Hauser, Martin	125.00
Lanford, Joseph	200.00	M & W Printers	1,659.29
Manster, Stephen	680.96	McDearmon, Glenn	600.00
McGinley, Michelle	105.00	Memorable Moments	1,050.00
Mid-Atlantic Lab	465.00	Miller Foley	5,600.00
ODB Company	174.51	On Site PC	97.50
P.C. Goodloe & Son	2,850.00	Pacello, Kristin	140.00
Power & Flow	5,582.27	REC	359.85
Richmond Times Dispatch	1,367.50	Rowe, Matthew	100.00
Rutherford	741.71	Satterwhite, Jason	600.00
Self, Gene	100.00	Sieg, John	11.52
SOSMetal	3,834.90	Streamline Fence	850.00
Stemmler Plumbing Repair	800.00	Storke, David	900.00
Superior Lamp, Inc.	672.78	The Caroline Progress	3,028.35
The Freelance Star	3,916.36	The Supply Room	75.16
Treasurer of VA (VITA)	684.74	Trolley Tours	600.00

Mayor _____ Clerk _____

Verizon	277.12	Verizon Wireless	221.59
Visa	3,088.96	VUPS	42.00
W W Inc.	5.28	Waste Management	7,986.33
Webb, Chad	100.00	Webb, Daniel	600.00
Wright, Otis	600.00	*City of Fredericksburg	100.00
*Green, Richard	250.00	*Race Timing Unlimited	100.00
*Memorable Moments	108.00	*VML Insurance	5,252.00
*Tinder's Jewelry & Gifts	100.00	*The Dirty Dog	50.00
*A & M Home Center	50.00	*Corelogic Real Estate Tax	214.44
*Corelogic Real Estate Tax	14.30	*Corelogic Real Estate Tax	275.88
*Worrell Management	1,000.00	*VA Comm. of the Arts	165.00
*WW, Inc.	12.54	*Wells Fargo Real Estate	11.54
*AECOM	14,820.00		

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

Mr. Wright inquired about the payment to Memorable Moments. Mr. Manster responded that the payment was for furniture (and other items) for the Art Show sponsored by the Bowling Green Arts Commission.

STAFF REPORTS: The following informational items were noted:

- A. Town Hall Rentals Report – November 2012
- B. Public Works Director's Report – November 2012

NEW BUSINESS:

Police Department Report – November 2012 – The Police Chief reported that there were two reportable crimes that had occurred in the Town of Bowling Green for the month of November. There were twenty-one calls received with one requiring investigation. All others were routine calls. The Chief reported that the State Police website had been checked and no new sex offenders had been registered as residing in the area. He stated that the Town Officers had given forty-nine warnings for speeding and thirty-five summonses for speeding. Deputies gave two warning and one summons in Town. Mr. McDearmon thanked Chief Hoskins and the deputies for all of their hard work trying to make Bowling Green safe. In response to a question from Mr. Webb, Chief Hoskins stated that most of the summonses were issued on Main Street in the northern part of Town as well as South Main, 301 and the bypass. In response to a question from Mr. Satterwhite, Chief Hoskins stated that radar has been run on Maury,

Mayor _____ Clerk _____

but no summonses were given.

Town Manager's Report

Christmas Parade – Mr. Manster advised Council of the upcoming Christmas Parade. The parade will be held on Saturday evening, December 8, at 5:00 PM and have the same parade route. Mr. Manster thanked Ms. Whitney Watts for her hard work coordinating the parade.

Restriction of Truck Traffic on Main Street – Mr. Manster reported to Council that he has been in contact with Mr. Gary DuVal, Fredericksburg Residency Administrator, requesting their assistance in proceeding with this matter. Because of scheduling and workload situations, they will not be able to meet with us until January.

Assisted Living Facility Project – Mr. Manster stated that they have concluded the Facilitated Planning Session, and the project management Team has submitted an application to use the allocated \$27,000 of grant funds to complete a staffing and operations plan for the facility, a detailed business pro-forma, the development of realistic cost data for site and building development, creation and approval of a project financing plan, and preparation of an environmental review report and other pre-contract requirements in order to continue with the project. The George Washington Regional Commission staff will be assisting with selection of a consultant to assist with preparation of this material. Mr. Manster reported that he and Mr. McDearmon met with a representative from Union First Market Bank about the possibility of that bank helping finance the project.

Special Use Permit Application – Robert and Danielle Bouy – Family Care Home and Bed and Breakfast at 211 South Main Street – Mr. Manster reported to Council that the Planning Commission recommends by a 4-2 vote that the Special Use Permit for the Family Care Home be granted with conditions. The full application and record of this case along with a cover memorandum had been sent to Town Council under separate cover. Action by the Town Council should include the scheduling of a public hearing. He also noted that the Planning Commission by 6-0 vote recommends approval of the Special Use Permit to operate a bed and breakfast at this address.

Conditional Rezoning Application from R-1, Residence to B-1, Business and Special Use Permit Application to use structure behind main building as Single Family Dwelling – Joyce Carter – 218 North Main Street - Mr. Manster stated that the Planning Commission recommends by 6-0 vote that the Conditional Rezoning be approved with

Mayor _____ Clerk _____

accepting of proffered conditions and that the Special Use Permit also be granted. The full application and record of this case along with a cover memorandum had been sent to Town Council under separate cover. Mr. Manster advised that action by Town Council should include scheduling of a Public Hearing.

On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to authorize the Town Manager to advertise to hold a Public Hearing at the January meeting of Town Council for the two Special Use Permits for Robert and Danielle Bouy and a Conditional Rezoning and Special Use Permit for Joyce Carter. Voting Aye: Webb, Satterwhite, Coleman, Wright, McDearmon, Bissoon, and Davis.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

- A. Public Health & Safety/Personnel – There was no report from the Public Health & Safety/Personnel Committee.
- B. Streets and Sidewalks – There was no report from the Building & Grounds Committee.
- C. Ordinances, Licenses, Permits – There was no report from the Ordinances, Licenses, Permits Committee.
- D. Water, Sewer and Trash – There was no report from Water, Sewer and Trash 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 – There was no report from the Budget Committee.

OTHER BUSINESS:

Mr. Manster reported to Council that Caroline County will hold a Holiday Luncheon for employees on December 19, at 12:00 in the USO Ball Room. The entire Town Council and Town Employees are invited.

Mayor Storke announced that he was assigning new Committees as followed:

- Water, Sewer and Trash – Otis Wright (Chairman) and Jason Satterwhite (Member)
- Public Health, Safety and Personnel – Mark Bissoon (Chairman) and Mary Frances Coleman (Member)
- Economic Development, Activities and Tourism – Glenn McDearmon (Chairman) and

Mayor _____ Clerk _____

Dan Webb (Member)

Budget – Mary Frances Coleman (Chairman) and Otis Wright (Member)

Building and Grounds – Jason Satterwhite (Chairman) and Glenn McDearmon (Member)

Ordinances, Licenses and Permits – Dan Webb (Chairman) and Jean Davis (Member)

Streets and Sidewalks – Jean Davis (Chairman) and Mark Bissoon (Member)

CLOSED SESSION: On motion by Mr. McDearmon, seconded by Mr. Wright, Council voted to go into closed session pursuant to VA Code §2.2-3711(A)(1) for the discussion and consideration of performance and salaries of specific public officers Utility Worker I, Utility Worker II/Operator II and Director of Public Works: Voting Aye: Wright, Satterwhite, Davis, Webb, Bissoon, Coleman and McDearmon.

OPEN SESSION: On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to reconvene in open meeting. Voting Aye: Wright, Coleman, Satterwhite, Webb, Bissoon, McDearmon and Davis.

CERTIFICATION: On motion by Mr. Wright, seconded by Ms. Coleman, Council voted to certify that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were discussed or considered in the meeting by the Council:

Wright	Aye	Satterwhite	Aye
McDearmon	Aye	Coleman	Aye
Davis	Aye	Webb	Aye
Bissoon	Aye		

On motion by Mr. McDearmon, seconded by Mr. Satterwhite, Council voted to direct the Town Attorney to prepare an Ordinance to allow for bonuses to be awarded to such staff members in such amounts to be determined by Council as appropriate. The Town Manager was also authorized to advertise for an appropriate Public Hearing on this matter. Voting Aye: Wright, Coleman, Satterwhite, Webb, Bissoon, McDearmon and Davis.

ADJOURNMENT: There was a motion made by Mr. Webb and seconded by Ms. Coleman to adjourn at 10:15 P.M. Voting Aye: McDearmon, Satterwhite, Webb, Wright, Davis, Bissoon, and Coleman.

Mayor _____ Clerk _____