

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING
MINUTES

6-7-2012

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

MEMBERS ABSENT: None.

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

AUDIENCE: Tim Cox, Tim and Melissa Lewis, Jimmy Sanderson, Davenport and Associates, Lt. Col. Haefner, Cora Haefner, Bill Bryant, Ardyce Kinsley, Ileana and Wayne Deloach, Linda Brown, Jeff Wick, Greg Killough, Jim Day and students from Bowling Green Elementary School.

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:

O-2012-004 Golf Cart Ordinance Changes & FY2013 Proposed Budget – The Mayor opened the Public Hearing and read the notice published in the Caroline Progress on May 24, 2012 and May 31, 2012.

The Mayor called for comments from the public on the O-2012-004 Golf Cart Ordinance changes and FY2013 Proposed Budget. He called a second and third time for comments. Hearing none, he closed the Public Hearing at 7:36 P.M

On motion by Mr. McDearmon, seconded by Mr. Satterwhite, Council voted to approve Ordinance 2012-004 Golf Cart Ordinance Changes & FY2013 Tax Rates.

Roll Call Vote:

Mayor _____ Clerk _____

Wright	Aye	Satterwhite	Aye
McDearmon	Aye	Lanford	Aye
Davis	Aye	Coleman	Aye
Webb	Aye		

The Mayor asked to change the agenda.

Congratulating Lt. Col John Haefner on his New Assignment – Mr. Storke, Mayor, thanked Lt. Col. John Haefner for his service as Commander of Fort A.P. Hill from June 19, 2009 to June 18, 2012. Town Council thanked Lt. Col. Haefner for the support and friendship that he has shown to the Council and Town of Bowling Green. Council also wished Lt. Col. Haefner and his family well on their new assignment and welcomes the Haefner family every time they return “home” to Bowling Green. The Mayor read the resolution R2012-012 which is made a part of these minutes.

DELEGATIONS/PUBLIC COMMENTS:

Caroline County Schools- Buy Local Program – Ms. Linda Brown, School Teacher, Bowling Green Elementary School Principal Jeff Wick and, Caroline County School Superintendent Greg Killough, were present at the meeting along with several of their students to discuss a project that the students had been working on encouraging individuals to shop locally. The students, with help from a parent with design skills, developed a “Buy Local” logo and presented it to the Town. The Mayor thanked the students for the gift and appreciated their hard work on such a worthwhile project.

Ardyce Kinsley – 164 South Main Street - Ms. Kinsley expressed a concern about the unsightly growth at the property located at 163 South Main Street and hoped that the Town could do something to correct it.

Valarie Coyle – 214 Maury Avenue - Ms. Coyle expressed a concern about the lack of street sweeping on Maury Avenue and also that there was a serious erosion and drainage problem on Maury Avenue. She stated that Maury Avenue does not have culverts or gutters on the sides of the road and every time it rains it creates an erosion and ponding problem in her front yard. She stated that this is the third time that she has come to Town Council regarding this issue. She stated that she felt Maury Avenue was the “forgotten street.”

The Mayor closed the Public Comments portion of the meeting at 8:10 P.M.

Mayor _____ Clerk _____

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

- A. Minutes - Regular Meeting – 05-03-2012
- B. Bills – May, 2012
- C. R-2012-006 FY13 Town Depositories
- D. R-2012-004 Resolution for Authorization for Payment
- E. Proclamation – 237th Birthday of the United States Army

A & M Home Center	1,187.60	Amerigas	188.74
Bennett, Deborah	245.00	Bourne & Sons Janitorial	50.10
Bowling Green Auto Parts	116.47	Café Express	244.80
Caroline Sheriff's Office	432.00	Caroline Glass	250.00
CE & O	2,354.57	Chenault Lumber	70.00
CINTA's of Richmond	301.64	ComputerPlus	181.50
D & J Meat	400.00	Dominion VA Power	4,146.20
Envirocompliance Lab Inc.	1,035.00	Erard, Andrea G	1,250.00
Fisher Scientific	375.51	G & G	321.30
GH Watts	16,345.00	Grainger	855.50
Grapes of Taste	119.79	Harrie Plumbing & Heating	829.17
Johnson's Exterminating	230.00	Kirby Built	984.70
Manster, Stephen	291.88	McGinley, Michelle	140.00
Mid-Atlantic Lab	1,287.00	Miller Foley	1,400.00
Pacello, Kristin	140.00	REC	590.19
Rutherford	170.06	Sosmetal Products Inc.	1,494.31
Svare, Mark	134.00	The Supply Room	738.24
Treasurer of VA	713.21	USA Blue Book	132.05
VA Rural Water Assoc.	300.00	VAMWA	610.00
Verizon	274.21	Verizon Wireless	261.98
Visa	1,937.12	VML Insurance	5,252.00
VUPS	28.35	Waste Management	8,833.23
Wells Fargo	95,010.00	White Oak Equipment	88.58
Xerox	179.85	*Luck Stone	2,481.16
*Visa	386.40	*JK Enterprise Landscape	3,928.75
*Cooper, Terry	150.00	*Shell	1,755.42

*Bills previously or separately authorized by Council.

Mayor _____ Clerk _____

INFORMATIONAL ITEMS: The following informational items were noted:

- A. Town Hall Rentals Report – May, 2012
- B. Public Works Director’s Report – May, 2012
- C. Treasurer’s Report – May, 2012

NEW BUSINESS:

A. Police Department Report – May, 2012 – The Police Chief reported that the Caroline County Sheriff’s Office had no reportable crime in the Town of Bowling Green for April 2012. He stated that he had written three speeding tickets and given three warnings for speeding. Deputies gave one warning in Town this month. Chief Hoskins worked two day shifts to run radar for the month of April, and will continue to work more night shifts for the spring and summer months.

B. Town Manager’s Report

R-2012-011 – Concerning Irrevocable Election Not to Participate in Line of Duty Fund - As a result of the 2010 Appropriation Act Virginia localities are required to participate in the Line of Duty Act and pay all premiums for such coverage. The Virginia Retirement System was designated as the investment manager. The 2011 Appropriation Act designated July 1, 2012 as the deadline for localities to elect to opt out of the LODA Fund through VRS. Mr. Manster’s suggestion to Council was to opt out of the LODA Fund through VRS due to anticipated rising cost. He also stated that if Council chooses not to opt out of VRS then the Town would not be able to change providers in the future and would be locked in with VRS. If Council chooses to opt out of the Fund then the only other provider for the LODA fund is Virginia Municipal League Insurance Program. Mr. Manster has been working with Greg Dickie, VML Insurance Program, to evaluate the Town’s options concerning LODA. Mr. Dickie advised Mr. Manster that VML Insurance Program policy only allows coverage for the LODA Fund if all of the Town’s insurance is covered by VML Insurance Program. Mr. Dickie provided a quote to Mr. Manster for insurance coverage. Mr. Manster reported to Council that VML Insurance Program premiums would save the Town around \$3,500. Mr. Jim Day, DeJarnette & Beale, the Town’s current insurance holder, asked that Council allow him some time to adjust the current premium with DeJarnette & Beale since the Town has been insured with them for over 30 years. An extensive discussion was held.

On motion by Mr. Lanford, seconded by Ms. Davis, Council voted to schedule a Special Meeting on Wednesday, June 20, 2012 at 6 p.m. in the Rappahannock

Mayor _____ Clerk _____

Reception Room concerning the Towns insurance coverage and provider. Voting Aye: Wright, Webb, Davis, Coleman, Lanford, Wright and Satterwhite.

R-2012-005 – Resolution for FY13 Budget – (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. Webb, seconded by Mr. Lanford, Council voted to approve R-2012-005 Resolution for adoption of FY13 Budget. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman

R-2012-007 – Appointment of the Clerk of the Council - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. McDearmon, seconded by Mr. Satterwhite, Council voted to approve R-2012-007 Appointment of the Clerk of the Council. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman.

R-2012-008 – Concerning Employer Contribution Rate for VRS - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. Lanford, seconded by Ms. Davis, Council voted to approve R-2012-008 Concerning Employer Contribution Rate for VRS. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman.

R-2012-009 – Concerning Salary Adjustments Related to 5% Increase for Retirement Contributions - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. Wright, seconded by Mr. McDearmon, Council voted to approve R-2012-009 Concerning Salary Adjustments Related to 5% Increase for Retirement Contributions. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman.

R-2012-010 – Concerning Member Contributions by Salary Reduction - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. Satterwhite, seconded by Ms. Coleman, Council voted to approve R-2012-010 Concerning Member Contributions by Salary Reduction. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman.

Mayor _____ Clerk _____

R-2012-012 – Congratulating Lt Col John Haefner on his New Assignment - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. McDearmon, seconded by Mr. Wright, Council voted to approve R-2012-012 Congratulating Lt. Col John Haefner on his New Assignment. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman.

R-2012-013 – Authorizing Town Manager to sign Grant Agreement with Federal Government for JLUS Grant - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. Wright, seconded by Mr. Lanford, Council voted to approve R-2012-013 Authorizing Town Manager to sign Grant Agreement with Federal Government for JLUS Grant. Voting Aye: McDearmon, Wright, Davis, Lanford, and Satterwhite. Voting Nay: Webb. Abstain: Coleman.

R-2012-014 – Resolution authorizing Town Manager to sign Contract with AECOM for the preparation of the JLUS - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. Lanford, seconded by Mr. McDearmon, Council voted to approve R-2012-013 Resolution authorizing Town Manager to sign Grant with AECOM for the preparation of the JLUS. Voting Aye: McDearmon, Wright, Davis, Lanford, and Satterwhite. Voting Nay: Webb. Abstain: Coleman.

R-2012 015 Resolution to Create the Position of Part-time Police Officer and to Authorize Town Manager to Fill that Position - (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. McDearmon, seconded by Mr. Wright, Council voted to approve R-2012-012 Resolution to Create the Position of Part-time Police Officer and to Authorize Town Manager to fill that Position. Voting Aye: McDearmon, Wright, Webb, Davis, Lanford, Satterwhite and Coleman.

Installation of Playground Equipment – Mr. Manster reported to Council the installation of our new playground equipment is scheduled to begin on June 4th and will take approximately two to three weeks. Mr. Manster and Mr. Satterwhite reported to Council they are in the process of getting some estimates for fencing.

Mayor _____ Clerk _____

Fiscal Analysis - Jimmy Sanderson, Davenport Company, presented Council an overview of the Town's revenues and expenditures. Mr. Sanderson reported to Council the Town is in good financial status. A copy of the report is available at the Town Hall Business Office.

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 the Streets and Sidewalks Committee.
- C. Water, Sewer and Trash – There was no report from the Water, Sewer and Trash Committee.
- 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 – There was no report from the Budget Committee.

(Town staff: Laura Gifford, William Stanley, and Steve Hoskins, were excused from attending the closed session. The Town Attorney, Andrea Erard, and Town Manager, Stephen Manster, and Jimmy Sanderson of Davenport and Associates were asked to attend.)

(The Town Manager, Stephen Manster, will be providing minutes from this point.)

CLOSED SESSION: On motion by Mr. McDearmon, seconded by Mr. Satterwhite, Council voted to go into Closed meeting pursuant to VA Code §2.2-3711(A)(3) for discussion or consideration of the acquisition of real property for a public purpose because discussion in an open meeting would adversely affect the bargaining position or negotiation strategy of the public body. Voting Aye: Wright, Satterwhite, Webb, Davis, McDearmon, Lanford and Coleman.

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

Mayor _____ Clerk _____

CERTIFICATION: On motion by Mr. McDearmon, seconded by Ms. Davis, 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:

Wright	Aye	Satterwhite	Aye
Webb	Aye	McDearmon.....	Aye
Davis	Aye	Coleman	Aye
Lanford	Aye		

ADJOURNMENT: There was a motion made by Mr. Satterwhite and seconded by Ms. Lanford to adjourn at 11:50 P.M. Voting Aye: Webb, Satterwhite, Davis, McDearmon, Lanford, Wright and Coleman.

Mayor _____ Clerk _____