

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING
MINUTES

9-5-2013

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

OTHERS PRESENT: Treasurer Kathy McVay, Account Clerk Laura Gifford, Police Chief Steve Hoskins and Town Attorney Andrea Erard.

AUDIENCE: Eric Miller, Greg Killough, Jeff Sili, George Bean, Tim Lewis and Alice Farmer.

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 Glenn McDearmon followed with the invocation.

DELEGATIONS/PUBLIC COMMENTS:

Dr. Greg Killough, Superintendent, Caroline County Public Schools – Dr. Greg Killough was present to ask Council to approve a Resolution to support the referendum for the sale of bonds for school improvements at Caroline High School and Madison Elementary School. He stated that the Caroline County School Board and Board of Supervisors have determined there is a need to provide major renovations to both schools. Dr. Killough said that a referendum will be on the Caroline County ballot for the general election on November 5, 2013 to determine the citizen support for issuing these bonds in the amount of 26.3 million. That amount was determined after an extensive study was done, he reported. The funding will provide for renovations of the building, roof, heating, air-conditioning, electrical, plumbing and security. It will also fund the needed facilities to support physical education classes, sports and technology upgrades. Dr. Killough stated that Caroline High School was built in 1977 and holds 1100 students and it is estimated that in two years there will be 1400 students attending that school. He reported that Madison Elementary was built in the early 1960’s and has safety issues, the need for a library, additional classrooms and a playground. He advised Council that Bowling Green Elementary was almost complete. In response to a question from Mr. McDearmon, Dr. Killough advised Council that if the referendum was passed it would take two summers to complete the projects. Mayor Storke said that he supports the school board and stated that the schools are utilized not just by students but for adults as well for many different community events and as a shelter. Dr. Killough stated that the Board is also looking into offering a vocational school program and possibly providing community college classes at night for adults.

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R-2013-004 – Town of Bowling Green Supports the Referendum for the Sale of Bonds for School Improvements – (A copy of the Resolution is available at the Town Hall Business Office for review.)

On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to approve R-2013-004 the Town of Bowling Green Supports the Referendum for the Sale of Bonds for School Improvements. Voting Aye: Webb, Coleman, Wright, Satterwhite, McDearmon, Bissoon and Davis.

George Bean, FLARE – Mr. Bean was present to ask Council to withdraw FLARE’s, an amateur radio club, request to use the Bowling Green water tower to place radio equipment on the tower to be utilized for an emergency radio back-up system. Mr. Bean advised Council of the reason that FLARE is requesting the withdrawal of the agreement is because he found that the equipment that would be placed on the tower may interfere with other frequencies. He stated that FLARE was approved to utilize a tower at a different location in Caroline County. He thanked Council for their consideration.

The Mayor asked for additional Public Comments, hearing none the Mayor closed the Public Comments portion of the meeting.

CONSENT AGENDA: Mr. McDearmon moved, with a second by Mr. Wright, Council voted to approve the Consent Agenda, as presented.

- A. Minutes – Town Council Regular Meeting – July 9, 2013
- B. Minutes – Town Council Regular Meeting – July 17, 2013
- C. Bills – August 2013

A & M Home Center	581.74	Advanced Auto Parts	707.86
AECOM	3,705.00	Bennett, Deborah	350.00
Bowling Green Auto	286.77	C L Flora	3,968.55
C L Flora Construction	50.00	Carmelo, Robert	5.27
Caroline Garage	15.00	CE & O	2,000.00
Cherry Hill Glass	215.00	CINTA’s of Richmond	356.89
ComputerPlus	226.88	D & J Meats	650.00
Dickinson Equipment	61.55	Dominion Chemical	253.30
Doug’s Septic	350.00	Enviro Lab	885.00
Erard, Andrea	1,500.00	Foremost Promotions	120.00
G & G	869.26	Hart, Martina	85.55
Johnson, Joan	123.96	Johnson’s Exterminating	240.00
McGinley, Michelle	70.00	Mid-Atlantic Lab	60.00
Miller Foley	8,400.00	Old Courthouse Café	52.85

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Pacello, Kristin	140.00	Page Designs	419.46
Peumansend Creek	360.00	Power & Flow Solutions	12,338.33
Rutherford	520.11	SOSMetal	1,410.17
Storke, David	100.00	Supply Room	556.05
Treasurer of VA (VITA)	699.81	Treasurer of VA (DEQ)	2,596.00
USA Blue Book	597.73	Verizon	230.93
Verizon Wireless	194.92	Visa	1,659.94
VUPS	16.80	Webb, Chad	25.00
White Oak Equipment	2.31	3337, LLC.	85.552
*Memorable Moments	1,239.00	*Dominion VA Power	5,083.15
*Moore, Henrietta	150.00	*REC	429.64
*Verizon	55.02	*Waste Management	8,553.65
*Davis, La’Quisha	150.00	*Lafleur, Erin	6.73
*REC	78.92	*Rowe, Sherry	150.00
*Shell	879.13	*Town of Bowling Green	100.00
*VDOT	100.00		

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

Concerning the payments to C.L. Flora, Mr. Wright questioned whether other contractors were given the opportunity to submit a bid. In Mr. Manster’s absence, Mayor Storke was unable to respond.

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

STAFF REPORTS: The following informational items were noted:

- A. Town Hall Rentals Report – August 2013
- B. Public Works Department’s Report – August 2013
- C. Treasurer’s Report – August 2013

NEW BUSINESS:

Police Department Report – August 2013 – The Police Chief reported that there had been four reportable crimes (1 Domestic, 1 Assault, 1 Larceny and 1 Fraud) that had occurred in the Town of Bowling Green for the month of August. There were thirty-one calls received for the month and one required investigation (vandalism). All others were routine calls. The Chief reported that the State Police website had been checked and one new sex offender had been registered as residing in the Town. He stated that the Town Officers had given twelve warnings for speeding and eight summonses for speeding. Deputies gave two warnings and one summons in Town this month. Town Officers had eight arrests for the month. Chief Hoskins thanked

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Officer Oxford for seven of those arrests. He was working radar with Officer Jones and made the stop. Chief Hoskins reported that Officer Oxford did more than just checking the driver; he checked the passenger and found she was wanted in two counties with a total of seven charges. Chief Hoskins stated that there were no paid deputy hours for the month of August. Chief advised Council that they will be working more night and weekend shifts.

In Mr. Manster's absence, Mayor Storke presented Council with his report.

Town Manager's Report – August 2013

Assisted Living Facility – Mayor Storke updated Council on the progress of the Assisted Living Facility. He stated that the project is being developed by the Non-profit organization Caroline Care Group, a group of concerned community oriented residents. Mayor Storke advised Council that Mr. Manster, Zoning Administrator, wished to inform Council that an Assisted Living Facilities are not permitted in the Town of Bowling Green at this time. Mr. Manster is asking Council to consider referring to the Town Planning Commission the task of developing appropriate regulations that would enable the creation of such a facility. Mayor Storke asked Mr. McDearmon to update Council on the project. Mr. McDearmon advised Council that Caroline Care Group has submitted a proposal to the bank. He also advised Council that a piece of property will be donated to the Caroline Care Group. Per Mr. Manster's report, Mr. McDearmon asked Council to refer these matters to the Planning Commission and asked Council to make a motion to hold a Joint Public Hearings to expedite such matters of critical importance to the Town at its October Town Council meeting.

On motion by Mr. McDearmon, seconded by Mr. Bissoon, Council voted to refer to the Planning Commission the task of developing appropriate regulations that would enable the creation of an ALF and to schedule a Joint Public Hearing. Voting Aye: Webb, Coleman, Wright, Satterwhite, McDearmon, Bissoon and Davis.

Joint Land Use Study – Per Mr. Manster's report, Mayor Storke advised Council that representatives of the Towns of Bowling Green and Port Royal and Caroline County have met and have developed a singular list of comments on the draft JLUS report. These comments will be discussed at the next meeting of the JLUS Committees. Mr. Manster's report stated the three "host" localities felt that it was important for us to get together because we are impacted by A.P. Hill to a greater extent than any other locality or group of localities stated Mayor Storke. The Consultant will then make necessary adjustments to the document and public meetings will be scheduled.

Public Works Department Positions – Mr. Storke advised Council that the two available Public Works Department positions have been filled. The new employees are Jonathan Ketterman and Cody Kidd.

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Business Development Specialist/Events Coordinator – Mayor Storke reported that Mr. Manster and John Sieg, Chairman of the Bowling Green Economic Development Authority, have reviewed in detail more than thirty applications that were received for this position. They have conducted five interviews and have a recommendation for Council to meet with this individual to talk about the position and hear their recommendation. Mayor Storke asked Council if they wish to set a special meeting for the purpose of hearing their recommendation and meeting the applicant.

On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to hold a Special Meeting and advertise for the meeting on Thursday, September 12 at 7:00PM for the purpose of meeting with the Town Manager and the Chairman of the EDA to hear their recommendation for this new position and to meet with and interview the applicant.

Mayor Storke answered a question from Mr. Bissoon regarding Council only interviewing the one candidate that was recommended by Mr. Manster and Mr. Sieg and not all five candidates. Mr. Bissoon had voiced his concern about the Public Health, Safety and Personnel Committee not being included in the interviews with all five candidates.

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

Victim Witness Program – Mayor Storke read an email that Mr. Manster placed on the table from Estee Newbey-Howard, Court Advocate Victims Witness Assistant Coordinator for Caroline County. The month of October is domestic violence awareness month. Another activity for this month of October in awareness of domestic violence is the National Purple Ribbon Campaign. In which large purple ribbons will be displayed on the street lamp post and at businesses on Main Street in Bowling Green. The most significant event is an afternoon program with Diana Abato, Caroline County Deputy Commonwealth’s Attorney, to educate the public on domestic violence. The citizens of the county will be invited to this event. The staff of the Caroline County Victims Witness Program is seeking permission from the Town to display purple ribbons on the street lights on Main Street during the month of October and to utilize the Rappahannock Reception Room on October 16th from 5 P.M to 8 P.M. for this event. Mr. McDearmon suggested to Council that since this event is a community event, then they should be allowed to utilize the Town Hall free of charge.

On motion by Mr. Satterwhite, seconded by Ms. Coleman, Council voted to schedule this event on October 16th from 5 P.M. to 8 P.M. in the Rappahannock Reception Room and to allow ribbons to be displayed on the street lights on Main Street. Voting Aye: Webb, Coleman, Wright, Satterwhite, McDearmon, Bissoon and Davis.

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REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Public Health, Safety and Personnel – Mr. Bissoon advised Council of the change in schedule for the police department to work more nights and weekends. Mr. Bissoon stated that the Committee is working on ways to have better communication between the Town and the Caroline County Sheriff’s Department.

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

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

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

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

F. Economic Development, Activities and Tourism – Mr. McDearmon stated that the Economic Development Authority is still working on the Façade Program and had hired an architect to help with the project.

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

OLD BUSINESS:

Mayor Storke asked Council to think about possibly having a “Spirit of Bowling Green” award that would recognize a business or a person for a good deed. He stated that it is an idea at this point.

INFORMATIONAL ITEMS:

ADJOURNMENT: There was a motion made by Mr. Satterwhite and seconded by Mr. Wright to adjourn at 8:34 P.M. Voting Aye: McDearmon, Satterwhite, Wright, Webb, Davis, Bissoon and Coleman.

Mayor _____ Clerk _____