

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING
MINUTES

5-2-2013

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

MEMBERS ABSENT: Otis Wright

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

AUDIENCE: Tim Lewis, Jeff Sili and Alice Farmer.

The Mayor called the meeting to order at 7:31 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.

PUBLIC HEARING:

Town Budget FY14 - The Mayor opened the Public Hearing and read the notice published in the Caroline Progress on April 25, 2013.

Alice Farmer – 124 Dorsey Lane – Ms. Farmer had some questions about the purposed FY14 Town Budget regarding the Business Development Specialist/Events Coordinator position. Mayor Storke noted that the responsibilities of this position would include creating events, helping build business and attract businesses to vacant building and some grant writing. In response to Ms. Farmer’s questions, Mr. Manster stated that the office location has not been decided yet and there are a couple of options. He said that he does not envision any large expenditures in remodeling for an office. The current amount allocated for the position is \$20,000 and other funds will be transferred from other line items to provide for additional salary for this position, Mr. Manster reported. The intent for this position is to have it as a permanent position. Whether it’s full-time or part-time that remains to be seen. It could be a contracted position. Mr. Manster stated that the position will be advertised sometime after July 1.

DELEGATIONS/PUBLIC COMMENTS:

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

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CONSENT AGENDA: The minutes of the April 4, 2013 Town Council Regular Meeting and the minutes of the April 16, 2013 Town Council Work session were removed from the consent agenda and will be reviewed at the June Town Council meeting.

On motion by Ms. Davis, seconded by Mr. McDearmon, Council voted to approve the Consent Agenda, as amended. Voting Aye: Webb, Coleman, Satterwhite, McDearmon, Bissoon and Davis.

A. Bills – April 2013

A & M Home Center	376.30	American Water Works	295.00
Amerigas	179.86	Arcet Equipment	124.00
Bennett, Deborah	280.00	Bowling Green Auto	275.04
Caroline Garage	666.36	CAS Severn	4,000.00
CE & O	2,000.00	CINTA's of Richmond	303.15
Commonwealth Eng.	482.00	ComputerPlus	181.50
Dominion Chemical	254.00	Dominion VA Power	3,689.92
EI Technical Services	286.64	Enviro Lab	755.00
Environmental Resource	407.16	Erard, Andrea G	1,250.00
Evan's Heating & Air	910.00	Farmer, Dirk	150.00
Food Lion	195.61	G & G	1,265.99
GH Watts Construction	850.00	Gall's	235.92
GWRC	16,350.00	HD Supply	892.06
Howard, Deborah	116.00	Local Services	600.00
Manster, Stephen	1,054.67	McGinley, Michelle	140.00
Mid-Atlantic Lab	60.00	Miller Foley	1,400.00
Mt. Olympus Farm	20.00	Pacello, Kristin	175.00
Page Designs & Printing	250.00	Parkson Corp.	350.90
Peumansend Creek	180.00	Pigg, Lisa	20.44
Race Timing Unlimited	632.50	Rutherford	274.36
Rydin Decal	60.00	SOSMetal	676.52
Staples Direct	77.97	Stemmle Plumbing	895.00
The Caroline Progress	424.20	The Journal Press	200.00
The Supply Room	461.82	Treasurer of VA (VITA)	710.16
USA Blue Book	643.86	VAMWA	51.51
Verizon	283.53	Verizon Wireless	192.08
Visa	883.45	VUPS	13.65
Worrell, Linda	2,000.00	*Memorable Moments	1,404.00
*Betty Mays HandyCrafts	10.00	*Dominion VA Power	2,160.79
*Lewis, Patricia	150.00	*REC	584.78
*Caroline Progress	671.74	*Free Lance-Star	315.00

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*Wingfield, Lavonda	150.00	*Waste Management	8,146.33
*Thomas' Art & Sign Shop	625.00	*Alvarey, Joel	14.65
*Bowling Green Plaza, LLC.	49.74	*Brandt, Rachel	100.00
*Fauber, Dalton & Sara	100.00	*Foley, Cullen	7.01
*Godwin, Mary	37.40	*Jacobs, Sarah	95.28
*MetroCast	21.52	*Parker, Kashika	33.34
*AECOM	17,290.00	*Hackett, Brenda	150.00

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

STAFF REPORTS: The following informational items were noted:

- A. Town Hall Rentals Report – April 2013
- B. Public Works Director's Report – April 2013
- C. Treasurer's Report – April 2013

NEW BUSINESS:

Police Department Report – April 2013 – The Police Chief reported that there had been four reportable crimes that had occurred in the Town of Bowling Green for the month of April. Of the calls reported, three were break and enters and one larceny. There were twenty-five calls received and none required investigation. All 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 thirty warnings for speeding and thirty-three summonses for speeding. Deputies gave three warnings and no summons in Town this month. Chief Hoskins stated that there were no paid deputy hours for the month of April. Town Officers had no arrests for the month. In response to a question from Mr. McDearmon, Chief Hoskins stated that Maury Avenue will be one of the first streets that they will conduct a speed log on. Mr. McDearmon voiced his appreciation for their hard work and dedication.

Town Manager's Report – April 2013

Successful Events in April – Mr. Manster reported to Council that the second annual Mayberry Day which was held on April 20th was a successful event. The crowd was much larger than last year and the event is growing in popularity. Vendors and events were located on Main Street and Milford Street in addition to Courthouse Lane. Mr. Manster thanked all the volunteers who helped make the event a success. Of course, special thanks went out to Cheryl English and Lisa Pigg for their hard work in creating and expanding the event, he reported.

Mr. Manster advised Council that on April 27th, we had our largest Festival of Feet ever. This was the sixth annual event in honor of State Police First Sergeant Mark Haygood. Both the 5k

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and 10k events had more participants and the event is also growing in popularity. Mr. Manster stated that the sponsors for the event included Roma’s Pizza, Pizza Hut, McDonalds and A & M Home Center. Mr. Manster gave special thanks to the Festival of Feet Committee including Terri Haygood, Roger and Eunice Key and Sharon Wright. He also thanked the Virginia State Police Association for their generous support of this event.

Mr. Manster stated that the Bowling Green Community Farmers Market is growing as we get farther into the growing season. He said that the Market has a new vendor from Westmoreland County, Westmoreland Produce. They have already added many plants and seedlings to our Market offerings and will be adding produce in a short while. Bake sales and other products will be added to the Market in May, he reported.

Permit Issued – Mr. Manster advised Council that Zoning and Building Permits have been issued for a complete remodeling of the Pizza Hut in Bowling Green. Part of the remodeling will be a drive-up window for pick-up orders.

Resolution R2013-001 Depository for Town Funds – Mr. Manster stated that Resolution R2013-001, Depository for Town Funds will be reviewed at the June Town Council Meeting.

Resolution R2013-002 Recurring Expenses Payment Authorization - Mr. Manster stated that Resolution R2013-002, Recurring Expenses Payment Authorization will be reviewed at the June Town Council Meeting.

Resolution R2013-003 FY14 Town Budget - Mr. Manster stated that Resolution R2013-003, FY14 Town Budget will be reviewed at the June Town Council Meeting.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

- A. Public Health, Safety and Personnel – There was no report from the Public Health, Safety and Personnel Committee.
- 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, Permits Committee.
- D. Water, Sewer and Trash – There was no report from Water, Sewer and Trash Committee.
- E. Building and Grounds – Mr. McDearmon thanked the Town Manager and Laura Gifford, Account Clerk, for their hard work with helping to make Dirk and Vikki Farmer’s private event a success. Mr. Satterwhite advised Council that the Committee will be meeting with Mr. George Bean, Frog Level Amateur Radio Enthusiasts, regarding the placement of radio equipment. Mr. Satterwhite also stated that the committee will be getting in contact with the

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contractor that needs to replace the Caroline Square Shopping Center sign due to it being damaged during our recent water and sewer expansion project.

F. Economic Development, Activities and Tourism – Mr. McDearmon stated that the Economic Development Authority should have a full report for Council at the next Council meeting.

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

OTHER BUSINESS:

PLAYGROUND COMMITTEE – Mr. Satterwhite advised Council that the Playground Committee had meet and discussed plans for the pavilion.

INFORMATIONAL ITEMS: None.

ADJOURNMENT: **There was a motion made by Mr. McDearmon and seconded by Ms. Davis to adjourn at 9:40 P.M. Voting Aye: McDearmon, Webb, Davis, Bissoon, Satterwhite and Coleman.**

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