

TOWN OF BOWLING GREEN

TOWN COUNCIL MEETING
MINUTES

6-6-2013

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

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

AUDIENCE: Tim Cox, Jeff Sili, Patrick De Crane, George Bean, Roger and Eunice Key, Naeda Gustard 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.

DELEGATIONS/PUBLIC COMMENTS:

Patrick De Crane- Bowling Green Arts Commission, Chairman – Mr. De Crane was present to give Council an update on the future plans of the Arts Commission. In January a couple of the Arts Commission members had gone to an conference sponsored by the Virginia Commission for the Arts and came back with some great information about utilizing social media and how to apply for grants. Mr. De Crane said that the commission had come up with an idea about filling vacant business store fronts with art. Their goal is to encourage and endorse the arts and at the same time provide an eye appealing effect. They were able to attempt this program with one of the vacant store fronts until it was recently occupied by a new tenant. The artwork was set-up in the store front with an appealing sign that gave information regarding how to purchase what was for sale. Mr. De Crane stated that during that short time they were able to sell one piece of artwork before the displays were taken down. The commission had decided to rotate the artwork every 60 days between the vacant buildings, unless the owner of the building finds a tenant.

Mr. De Crane also advised Council that the Arts Commission will be selling tiles for the playground each month on the 3rd Saturday at the Farmers Market starting on June 15 and continuing on July 20 and August 17. They will also be selling the tiles at the Art Walk which will be held on June 20. This will give people the opportunity to support their community in the commissions’ goal to raise money for a pavilion, Mr. De Crane said. Once the tiles are finished they will be displayed on the back of the Police Building or on the pavilion.

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Mr. De Crane also advised Council that last year the commission held a flag contest to help promote the arts and the winning flags would be placed on lamp posts throughout the business district. The contest was held in March with a total of forty-seven entries and more than half of those entries were students from Caroline County Schools. Of those forty-seven entries, eight were chosen. The flags will have to be made by a manufacturer.

Mr. De Crane advised Council that later in the meeting they are going to be asked to appoint two members to the Arts Commission. The commission has two names for Council to consider, one being Jay Johnson and the other Callye Holmes. He stated that the commission has been focusing on the visual arts in the past and wants to expand.

Mr. De Crane gave Council an update regarding the Sidney E. King Arts Center. He said that they still have some construction left to do. Mr. De Crane said that he will be meeting with someone from the National Park Service to find out how the paintings will be displayed. They are also in the process of designing a sign for the facility that would be created by one of Sidney King’s art students. Mr. De Crane also said that they are trying to rotate some of the paintings that would be on loan from local citizens as well as Union First Market Bank.

Naeda Gustard – Ms. Gustard asked Council for support in holding a 5k race on October 5th to benefit Bowling Green Elementary, Madison Elementary and Lewis and Clark Elementary. The profit from the race would help the schools with basic needs like books and supplies.

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

CONSENT AGENDA: The minutes of the May 2, 2013 Town Council Meeting were removed from the consent agenda and will be reviewed at the July Town Council meeting.

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

A. Bills – May 2013

A & M Home Center	1,007.63	Bennett, Deborah	350.00
Bissoon, Mark	600.00	Bowling Green Auto	103.69
Cagle, Charles	485.00	Caroline Garage	20.00
CE & O	2,000.00	CINTA’s of Richmond	303.05
Coleman, Mary	600.00	ComputerPlus	226.88
D & J Meats	173.00	Davis, Jean	600.00
Dominion VA Power	4,940.40	Enviro Lab	627.00

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Erard, Andrea G	1,250.00	G & G	267.30
GH Watts Construction	500.00	Graflix Shoppe	471.00
HD Supply	37,856.40	Johnson's Exterminating	690.00
M & W Printers	841.65	McDearmon, Glenn	600.00
McGinley, Michelle	140.00	Memorable Moments	265.00
Mid-Atlantic Lab	1,310.00	Miller Foley	1,400.00
Moore, Henrietta	150.00	Pacello, Kristin	105.00
Page Designs & Printing	190.14	Peumansend Creek	2,368.00
Power & Flow Solutions	7,965.44	REC	478.76
Rutherford	472.77	Satterwhite, Jason	600.00
Shell	1548.87	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	*Satterwhite, Megan	150.00
*AECOM	7,410.00	*REC	80.10
*Shell	1,274.08	*Tate, Sara	150.00
*Johnson, Carmen	75.00	*The Free Lance	614.30
*Verizon Wireless	40.01	*Waste Management	80.00

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

STAFF REPORTS: The following informational items were noted:

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

NEW BUSINESS:

Police Department Report – May 2013 – The Police Chief reported that there had been one reportable crime that had occurred in the Town of Bowling Green for the month of May. The crime was one of a domestic nature. 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 fifteen warnings for speeding and thirteen 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 May. Town Officers had no arrests

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for the month.

Town Manager's Report – May 2013

Adopt FY 2014 Budget – Mr. Manster, Town Manager, asked Council to adopt the Town's Fiscal Year 2014 Budget as presented. With the adoption of the budget, Mr. Manster asked Council to authorize the advertisement of a Public Hearing on an Ordinance to increase fees for collection of trash in Bowling Green. He stated that with the new fiscal year comes an increase in trash fees to the Town, which is the first and only increase in the five year contract period with Waste Management, by 5%. Mr. Manster stated that the proposed Ordinance would increase fees to customers by an amount that would keep the current subsidy for trash collection by the Town constant. The trash would still retain a twice a week collection.

On motion by Mr. Bissoon, seconded by Ms. Davis, Council voted to advertise a Public Hearing on the increase for trash collection fees. Voting Aye: Satterwhite, Wright, McDearmon, Webb, Bissoon, Davis, and Coleman.

Clean Sweep – Mr. Manster reported to Council that the Clean Sweep event was another successful event that was held in Bowling Green on Saturday, June 1st. There were over forty yard sales in Town and many of our local businesses, including the Farmers Market were very busy. At the end of the day, Rappahannock Goodwill was on hand to pick up the remnants from all yard sales. Mr. Manster thanked Kathy Beard for organizing this event for the Town.

Joint Land Use Study (JLUS) with A.P. Hill – Mr. Manster reported that AECOM, the consultants for the Joint Land Use Study, feel that the study is entering its final stages. Town Council has received a revised set of potential recommendations from the consultant. Mr. Manster welcomes any and all comments from Council. AECOM has begun the process of preparing a draft report for review, he reported. There will be a combined meeting of the Policy Committee and the Working Group on Wednesday, June 5th to discuss the recommendations. Mr. Manster anticipates intensive review and comment on all submitted material.

Appointment to Sidney E. King Arts Center Advisory Committee – Mr. Manster reported to Council that an Advisory Committee to be concerned with the operation of the Sidney E. King Arts Center was formed as part of the Council's accepted arrangement. The Committee consists of County staff, the Chairman of the Bowling Green Arts Commission, the Chairman of the Caroline Historical Society and a representative of the Town of Bowling Green. Mr. Manster stated that Council must officially appoint its representative to this Advisory Committee.

Virginia Cooperative Extension - Class – Mr. Manster reported to Council that on Wednesday, May 29th, Cooperative Extension Agent Mike Broaddus held a class for owners of forested land in the Event Hall. There were 13 property owners in attendance. Mr. Manster

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stated that the Extension Service was pleased with the attendance and expresses its thanks to Town Council for the use of the facility.

On motion by Mr. McDearmon, seconded by Mr. Bissoon, Council voted to change the July 4, 2013 Town Council meeting to July 9, 2013 at 7:30 P.M. in the Rappahannock Reception Room in observation of Independence Day. Voting Aye: Davis, McDearmon, Satterwhite, Wright, Webb, Coleman and Bissoon.

On motion by Ms. Davis, seconded by Mr. McDearmon, Council voted to approve Resolution R2013-001, Depository for Town Funds.

Roll Call Vote:

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

On motion by Mr. McDearmon, seconded by Mr. Wright, Council voted to approve Resolution R2013-002, Recurring Expenses Payment Authorization.

Roll Call Vote:

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

On motion by Mr. Wright, seconded by Mr. McDearmon, Council voted to approve Resolution R2013-003 FY14 Town Budget, as amended. Mr. Manster noted the following changes should be made to the Resolution on the 1st paragraph, “Expenditures for the ensuing twelve months has been introduced”; 5th paragraph, “The Following designated funds and accounts are hereby approved and appropriated from designated revenues”; last paragraph,”but are hereby approved and appropriated until completion of the projects or until Council by resolution changes or eliminates the appropriation.

Mayor Storke called for a vote on the amended Resolution.

Roll Call Vote:

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

On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to appoint Stephen Manster, Town Manager, to the Advisory Committee for the Sidney E. King Arts Center. Voting Aye: Davis, McDearmon, Satterwhite, Wright, Webb, Coleman and Bissoon.

5k Race to raise funds for the Caroline County Elementary School, Naeda Gustard - Ms. Gustard advised Council of her concept to hold a 5k race in Bowling Green to raise funds for Bowling Green Elementary, Madison Elementary and Lewis and Clark Elementary Schools. A discussion was held regarding concept, funding and sponsorships. Ms. Gustard asked Council if the Town would be willing to help fund t-shirts and help with the timing of the race. The Mayor asked Ms. Gustard to follow up with Council once the details have been arranged.

On motion by Mr. McDearmon, seconded by Ms. Davis, Council voted to endorse the concept of a 5k race in Bowling Green on October 5 to raise funding for Bowling Green Elementary, Madison Elementary and Lewis and Clark Elementary School. Voting Aye: Davis, McDearmon, Satterwhite, Wright, Webb, Coleman and Bissoon.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Public Health, Safety and Personnel – Mr. Bissoon advised Council that Public Health, Safety and Personnel Committee had met regarding the changing of shifts for the Police Department to more nights. The Town Manager thanked Chief Hoskins and Deputy Wendy Jones for modifying their personal schedule to work more night shifts for the Town.

B. Streets and Sidewalks – Ms. Davis reported to Council that the Towns welcome signs are in the process of being painted and flowers were being planted at the Bowling Green Event Hall.

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. Satterwhite advised Council that the sign that was damaged at Rite Aid is being discussed with the contractor. He also advised Council that the Committee is currently looking to replace the carpet in the Rappahannock Reception Room.

F. Economic Development, Activities and Tourism – Mr. McDearmon stated that the Economic Development Authority may have an update for Council at the next Council meeting.

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

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ARTS COMMISSION – Appointment of members to the Arts Commission.

On motion by Ms. Coleman, seconded by Mr. Satterwhite, Council voted to confirm the Mayor’s appointment of Callye Holmes and Jay Johnson to the Bowling Green Arts Commission. Voting Aye: Davis, McDearmon, Satterwhite, Wright, Webb, Coleman and Bissoon.

OLD BUSINESS:

INFORMATIONAL ITEMS: Mr. Storke advised Council that an owner of a pre-cast concrete sculpture would like to permanently loan the sculpture to the Towns Arts Commission for display. A discussion was held regarding cost, mounting and moving of the sculpture, location and insurance. Mr. Storke asked the Arts Commission to get more information.

ADJOURNMENT: **There was a motion made by Mr. McDearmon and seconded by Ms. Davis to adjourn at 8:24 P.M. Voting Aye: McDearmon, Wright, Webb, Davis, Bissoon, Satterwhite and Coleman.**

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