

TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MINUTES

February 1, 2018

MEMBERS PRESENT: Mayor Jason Satterwhite, Vice-Mayor Glenn McDearmon, Otis Wright, Mark Gaines, Martin Hauser, Jean Davis, Mary Frances Coleman, and Tyler Gibson.

MEMBERS ABSENT: None

OTHERS PRESENT: Town Attorney Andrea Erard, Town Manager Reese Peck, Clerk/Treasurer Melissa Lewis, Accounts Clerk Judy Beazley, Police Chief David Lipscomb, Public Works and Utilities Director Billy Deavers, and Events Coordinator Jo-Elsa Jordan.

AUDIENCE: None

I. CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor called the meeting to order at 7:00 P.M. and noted a quorum was present.

II. DELEGATIONS:

There were no Delegations.

III. PUBLIC COMMENTS:

There were no Public Comments.

IV. STAFF REPORTS:

The following staff reports were noted:

- A. Public Works and Utilities Report – January 2018
- B. Police Chief’s Report – January 2018
- C. Events Coordinator’s Report – January 2018
- D. Clerk/ Treasurer’s Report – January 2018
- E. Town Manager’s Report – January 2018

V. CONSENT AGENDA:

- A. Bills – January 2018 attached to these minutes.
- B. Minutes – January 4, 2018 Town Council Meeting and January 17, 2018 Town Council Meeting reconvened.

On Motion by Mr. Gaines, seconded by Mr. Gibson, Council voted to approve Consent Agenda Items A and B with changes to the minutes as follows:

Mayor _____ Clerk _____

1. Change the date on the January 18, 2018 Town Council Meeting reconvened to January 17, 2018.
2. Remove Ms. Coleman from being listed as present on the January 17, 2018 Town Council Meeting Reconvened minutes.

Voting Aye: McDearmon, Wright, Hauser, Gaines, Coleman, Davis, and Gibson.

Voting Nay: none.

VI. NEW BUSINESS:

A. Proposed Water and Sewer Rates – presentation by Town Manager

Council chose to take more time to review the Town Manager's proposed rate options. No action was taken at this time.

On the recommendation of Mr. McDearmon, Council set a joint work session of the Ordinances & Policies committee and the Facilities committee for February 6, 2018 at 7:00 P.M. to further discuss the proposed Water and Sewer rates and other issues before the two committees.

B. Set Public Hearings on Proposed Water and Sewer Rates for FY 2019 and FY 2018 Budget Amendment

On Motion by Mr. Gaines, seconded by Mr. Gibson, Council voted to defer the setting of the Public Hearing on Water and Sewer rates until the March Town Council meeting.

Voting Aye: McDearmon, Wright, Hauser, Gaines, Coleman, Davis, and Gibson.

Voting Nay: none

On Motion by Mr. Hauser, seconded by Mr. Gaines, Council voted to set a Public Hearing for the proposed Budget Amendment on March 1, 2018 at 7:00 P.M. and authorize the Town Manager to publish notices to so advertise.

Voting Aye: McDearmon, Wright, Hauser, Gaines, Coleman, Davis, and Gibson.

Voting Nay: none

VII. REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Jason Satterwhite, Mayor – The Mayor gave a brief speech encouraging Council to workout differences and refrain from negative criticism.

B. Glenn McDearmon –

C. Otis Wright – had no comments.

D. Mark Gaines – Mr. Gaines commended the Town Manager for issues to Town Council's attention and reminded Council that it is not their job to micro-manage the daily operations of the Town but instead to set policy and govern.

E. Martin Hauser – had no comments

F. Mary Frances Coleman – had no comments.

G. Jean Davis – had no comments

H. Tyler Gibson – Mr. Gibson agreed with Mr. Gaines statement and stated he'd like Council to work cohesively.

VIII. INFORMATIONAL ITEMS:

There were no informational items presented.

IX. CLOSED MEETING:

At 9:05 P.M. On motion by Mr. Hauser, seconded by Ms. Davis, Council unanimously voted to go into Closed Session in accordance with Section 2.2-3711 A1 of the Code of Virginia for the purpose of discussion and consideration of candidates for appointment to the Economic Development Authority.

X. RECONVENE IN OPEN SESSION:

At 9:25 P.M., on Motion by Mr. McDearmon, seconded by Mr. Wright, Council unanimously voted to come out of closed session.

CERTIFICATION:

Council certified that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, as stated above, 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	Coleman.....Aye
DavisAye	Gaines.....Aye
McDearmon.....Aye	Hauser.....Aye
Gibson.....Aye	

XI. ADJOURNMENT:

On motion by Ms. Coleman, seconded by Mr. Wright, Council unanimously voted to adjourn at 9:26 P.M.

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
23156	9999999	AGAPE FAMILY LIFE	000	1/11/2018	150.00	.00
23157	992	ANTHEM BLUE CROSS & BLUE	000	1/11/2018	1,593.81	.00
23158	9999999	BERRY ROSALIND	000	1/11/2018	150.00	.00
23159	979	CAROLINE COUNTY HEALTH DE	000	1/11/2018	141.70	.00
23160	950	CAROLINE HEATING & AIR	000	1/11/2018	1,092.00	.00
23161	10	DOMINION VIRGINIA POWER	000	1/11/2018	5,667.75	.00
23162	28	G & G MILFORD FARM SERV.	000	1/11/2018	319.31	.00
23163	990	JERRY'S HANDYMAN SERVICES	000	1/11/2018	200.00	.00
23164	9999999	JOHNSON, SABRINA	000	1/11/2018	50.00	.00
23165	944	METROCAST COMMUNICATIONS	000	1/11/2018	334.57	.00
23166	505	POWER & FLOW SOLUTIONS	000	1/11/2018	616.24	.00
23167	991	RGS&S COMMERCIAL CLEANING	000	1/11/2018	289.00	.00
23168	9999999	RICHARDSON JACQUELIN	000	1/11/2018	150.00	.00
23169	903	SEAL JUSTIN	000	1/11/2018	195.00	.00
23170	918	STAPLES ADVANTAGE	000	1/11/2018	974.96	.00
23171	859	SUNBELT RENTALS INC	000	1/11/2018	580.15	.00
23172	861	THE UPS STORE #6358	000	1/11/2018	70.00	.00
23173	256	VERIZON WIRELESS	000	1/11/2018	638.43	.00
		CLASS TOTAL			13,212.92	.00
		ACH TOTAL			.00	
		CHECK TOTAL			13,212.92	
		FINAL TOTAL			13,212.92	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 13,212.92- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
23177	865	CASH	000	1/19/2018	96.49	.00
23178	546	JOHNSON'S EXTERMINATING	000	1/19/2018	275.00	.00
23179	999999	LEWIS MELISSA	000	1/19/2018	126.72	.00
23180	919	PRO SHRED SECURITY	000	1/19/2018	45.00	.00
		CLASS TOTAL			543.21	.00
		ACH TOTAL			.00	
		CHECK TOTAL			543.21	
		FINAL TOTAL			543.21	.00

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 THE TOTAL 543.21- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

API00B 1/26/2018 TOWN OF BOWLING GREEN
 TIME-12:32:11

A/P CHECK REGISTER
 Check Date - 1/26/2018

ActPd - 2018/01

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
23181	644	BMS DIRECT	000	1/26/2018	520.66	.00
23182	776	PARKSON CORPORATION	000	1/26/2018	1,798.53	.00
23183	11	RAPPAHANNOCK ELEC COOP	000	1/26/2018	745.83	.00
23184	13	SHELL FLEET PLUS	000	1/26/2018	711.62	.00
		CLASS TOTAL			3,776.64	.00
		ACH TOTAL			.00	
		CHECK TOTAL			3,776.64	
		FINAL TOTAL			3,776.64	.00

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 THE TOTAL 3,776.64- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
23186	18	A & M HOME CENTER	000	2/02/2018	107.03	.00
23187	999999	BEAZLEY, JUDY	000	2/02/2018	31.58	.00
23188	32	BOWLING GREEN AUTO PARTS	000	2/02/2018	23.07	.00
23189	47	CAROLINE GARAGE	000	2/02/2018	670.94	.00
23190	897	CINTAS CORPORATION	000	2/02/2018	488.97	.00
23191	14	CINTAS OF RICHMOND	000	2/02/2018	893.33	.00
23192	972	COLLIER JR CLAYDE WAYNE	000	2/02/2018	200.00	.00
23193	993	DARRELL BEAZLEY GRASS CUT	000	2/02/2018	405.55	.00
23194	341	DOMINION CHEMICAL CO	000	2/02/2018	1,290.00	.00
23195	234	ENVIROCOMPLIANCE LAB INC	000	2/02/2018	655.00	.00
23196	234	ENVIROCOMPLIANCE LAB INC	000	2/02/2018	1,667.00	.00
23197	648	ERARD ANDREA G	000	2/02/2018	843.93	.00
23198	55	GALL, S LLC	000	2/02/2018	120.00	.00
23199	787	HOLLAND PLUMBING	000	2/02/2018	854.59	.00
23200	932	IBM CORPORATION	000	2/02/2018	70.00	.00
23201	898	JAMES MARY	000	2/02/2018	245.00	.00
23202	836	JOHN ALLISON	000	2/02/2018	890.00	.00
23203	546	JOHNSON'S EXTERMINATING	000	2/02/2018	1,802.40	.00
23204	514	K I LANGFORD EXCAVATING	000	2/02/2018	70.00	.00
23205	725	MCGINLEY MICHELLE B	000	2/02/2018	268.00	.00
23206	515	MEMORABLE MOMENTS	000	2/02/2018	37.91	.00
23207	184	OFFICE OF FINANCE	000	2/02/2018	25.82	.00
23208	999999	PECK, REESE	000	2/02/2018	5,769.66	.00
23209	505	POWER & FLOW SOLUTIONS	000	2/02/2018	45.00	.00
23210	919	PRO SHRED SECURITY	000	2/02/2018	890.75	.00
23211	991	RGS&S COMMERCIAL CLEANING	000	2/02/2018	1,715.95	.00
23212	629	SENSUS USA (REPAIR)	000	2/02/2018	765.73	.00
23213	659	SOSMETAL PRODUCTS INC	000	2/02/2018	91.36	.00
23214	918	STAPLES ADVANTAGE	000	2/02/2018	22,542.28	.00
23215	75	SYDOR HYDRO INC	000	2/02/2018	1,185.60	.00
23216	707	THE CAROLINE PROGRESS	000	2/02/2018	2,077.70	.00
23217	15	TREASURER OF VIRGINIA	000	2/02/2018	60.00	.00
23218	737	TREASURER OF VIRGINIA	000	2/02/2018	1,174.32	.00
23219	256	VERIZON WIRELESS	000	2/02/2018	10.50	.00
23220	44	VUPS	000	2/02/2018	350.00	.00
23221	930	WEBB EMILY	000	2/02/2018	224.66	.00
23222	451	XEROX CORPORATION	000	2/02/2018	48,763.63	.00
		CLASS TOTAL			.00	
		ACH TOTAL			48,763.63	
		CHECK TOTAL			48,763.63	
		FINAL TOTAL			48,763.63	.00

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 THE TOTAL 48,763.63 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____