

TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MINUTES

October 05, 2017

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

MEMBERS ABSENT: None

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

AUDIENCE: Jeff Voit, Katie Gibson, and Bonnie Cannon.

I. CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor called the meeting to order at 7:30 P.M. and noted a quorum was present.

II. DELEGATIONS:

There were no Delegations.

III. PUBLIC COMMENTS:

There were no Public Comments.

IV. CONSENT AGENDA:

- A. Bills – September 2017 (reports attached)
- B. Minutes – June 15, 2017 Town Council Meeting
- C. Minutes – August 3, 2017 Town Council Meeting
- D. Minutes – August 7, 2017 Town Council Special Meeting
- E. Minutes – September 7, 2017 Town Council Meeting
- F. Minutes – September 12, 2017 Town Council Special Meeting
- G. R-2017-017 Resolution to Disband the Bowling Green Arts Commission
- H. Minor Events Zoning Text Amendment Referral to Planning Commission
- I. R-2017-018 Endorsement of the George Washington Regional Commission's Regional Hazard Mitigation Plan 2017 Update

On Motion by McDearmon, seconded by Ms. Davis, Council voted to approve Consent Agenda Items A – G and I.

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

Voting Nay: none.

Abstaining: Gibson, due to his absence from prior meetings.

Consent Agenda Item H - Minor Events Zoning Text Amendment Referral to Planning Commission, was moved to New Business.

V. STAFF REPORTS:

The following staff reports were noted:

A. Events Coordinator's Report – September 2017

B. Police Chief's Report – September 2017

Council gave its consent to the Police Chief to move forward in ordering a new vehicle from Sheehy Ford.

C. Clerk/ Treasurer's Report – September 2017

D. Public Works and Utilities Report – September 2017

E. Town Manager's Report – September 2017

VI. NEW BUSINESS:

A. Appointment of EDA member to fill vacancy left by Matt Rowe:

On Motion by McDearmon, seconded by Mr. Gaines, Council voted to appoint Tyler Gibson to The Economic Development Authority seat left vacant by Matt Rowe.

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

Voting Nay: none.

Abstaining: Gibson, due to conflict of interest

B. Donations to Non-Profits Organizations:

On Motion by Mr. Gaines, seconded by Ms. Coleman, Council voted to donate retail items purchased by the Bowling Green Arts Commission, and profits from sale of goods and donations made to the Bowling Green Arts Commission from January 1, 2017 to October 1, 2017 totaling \$312.10 to the Sidney E. King Foundation for the Arts and to donate \$1000 to each of the following non-profit organizations: Caroline County Public School Education Foundation, Caroline Historical Society, and Sidney E. King Foundation for the Arts.

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

Voting Nay: Davis.

Abstaining: none.

C. R-2017-019 – Resolution in appreciation of Wesley Deloach:

On Motion by Mr. Hauser, seconded by Mr. Gaines, Council voted to adopt R-2017-019 – Resolution in appreciation of Wesley Deloach.

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

Voting Nay: none.

Abstaining: none.

D. Minor Events Zoning Text Amendment Referral to Planning Commission (moved from Consent Agenda):

On Motion by Mr. Hauser, seconded by Mr. McDearmon, Council voted to refer the Zoning Ordinance text amendment relating to Minor Events to the Bowling Green Planning Commission.

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

Voting Nay: none.

Abstaining: none.

VIII. REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Glenn McDearmon – Reported on the Economic Development, Activities, and Tourism Committee.

B. Otis Wright – No report given on the Water, Sewer, and Trash Committee.

C. Mark Gaines – Noted the Streets and Sidewalks Committee is reviewing VDOT's proposed 2019 relocation of the crosswalk on N. Main Street.

D. Martin Hauser – Reported on the Ordinance, Licenses, and Permits Committee.

E. Mary Frances Coleman – Reported in the Building and Grounds Committee.

F. Jean Davis – Reported on the Budget Committee

G. Tyler Gibson – Reported on Public Health, Safety, and Personnel Committee.

CLOSED SESSION:

At 8:55 P.M. On motion by Mr. McDearmon, seconded by Mr. Gibson, Council unanimously voted to go into Closed Session pursuant to VA Code §2.2-3711(A)(1) for the purpose of discussion and consideration of the duties, assignments, appointments, compensation, and performance of the Town Manager.

OPEN SESSION:

At 9:17 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	

ADJOURNMENT: On motion by Mr. McDearmon, seconded by Ms. Davis, Council unanimously voted to adjourn at 9:18 P.M.

API00B 9/14/2017 TOWN OF BOWLING GREEN
 TIME-15:25:44

A/P CHECK REGISTER
 Check Date - 9/15/2017

ActPd - 2017/09

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
22820	10	DOMINION VIRGINIA POWER	000	9/15/2017	5,348.71	.00
22821	999999	GRIFFIN JOSHUA	000	9/15/2017	150.00	.00
22822	965	ICM	000	9/15/2017	4,600.00	.00
22823	999999	WRIGHT JACKIE	000	9/15/2017	150.00	.00
		CLASS TOTAL			10,248.71	.00
		ACH TOTAL			.00	
		CHECK TOTAL			10,248.71	
		FINAL TOTAL			10,248.71	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 10,248.71- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____

TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
22824	9999999	ALTON ALEXIS & CATLETT LU	000	9/19/2017	100.00	.00
22825	9999999	BERNARD ALEXANDER	000	9/19/2017	89.72	.00
22826	9999999	BROWN KIMBERLY	000	9/19/2017	85.33	.00
22827	9999999	FOXX DEMARCO	000	9/19/2017	119.86	.00
22828	9999999	MCGUIRE AUBREY	000	9/19/2017	92.31	.00
22829	9999999	MCKEITHEN DIANE	000	9/19/2017	30.29	.00
22830	9999999	MEADOWS MISTY	000	9/19/2017	89.72	.00
22831	9999999	MILLS JUANITA	000	9/19/2017	17.57	.00
22832	9999999	THORNTON WILLIAM	000	9/19/2017	30.29	.00
22833	9999999	VIRGINIA HOME BUYERS LLC	000	9/19/2017	32.31	.00
		CLASS TOTAL			687.40	.00
		ACH TOTAL			.00	
		CHECK TOTAL			687.40	
		FINAL TOTAL			687.40	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 687.40- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
22834	117	BAI MUNICIPAL SOFTWARE	000	9/22/2017	4,320.00	.00
22835	967	C&B TREE SERVICE & LAND	000	9/22/2017	1,656.00	.00
22836	968	CARDIO PARTNERS	000	9/22/2017	5,854.00	.00
22837	199	DICKINSON EQUIPMENT INC	000	9/22/2017	60.30	.00
22838	953	JOE WHEELER'S SEPTIC TANK	000	9/22/2017	350.00	.00
22839	936	MATERN STAFFING	000	9/22/2017	863.55	.00
22840	515	MEMORABLE MOMENTS	000	9/22/2017	50.00	.00
22841	653	STEMMIE PLUMBING REPAIR	000	9/22/2017	3,260.00	.00
22842	77	VAMWA	000	9/22/2017	6,457.75	.00
22843	12	WASTE MANAGEMENT	000	9/22/2017	22,933.60	.00

ACH TOTAL .00
 CHECK TOTAL 22,933.60
 FINAL TOTAL 22,933.60

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 22,933.60 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

API00B 9/27/2017 TOWN OF BOWLING GREEN
TIME-15:51:20

A/P CHECK REGISTER
Check Date - 9/27/2017

ActPd - 2017/09

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
22851	257	ON SITE PC	000	9/27/2017	2,595.98	.00
			CLASS TOTAL		2,595.98	.00
			ACH TOTAL		.00	
			CHECK TOTAL		2,595.98	
			FINAL TOTAL		2,595.98	.00

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THE TOTAL 2,595.98- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

AP100B 9/28/2017 TOWN OF BOWLING GREEN
 TIME - 9:36:24

A/P CHECK REGISTER
 Check Date - 9/29/2017

ActPd - 2017/09

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CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
22845	33	AMERICAS FREDERICKSBURG	000	9/29/2017	233.94	.00
22846	908	FORTUNE MITCHELL	000	9/29/2017	210.00	.00
22847	936	MATERN STAFFING	000	9/29/2017	727.20	.00
22848	48	MID-ATLANTIC LAB	000	9/29/2017	60.00	.00
22849	970	SIRCHIE	000	9/29/2017	144.20	.00
22850	971	TARGET SUPPLIES	000	9/29/2017	128.05	.00
		CLASS TOTAL			1,503.39	.00
		ACH TOTAL			.00	
		CHECK TOTAL			1,503.39	
		FINAL TOTAL			1,503.39	.00

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 THE TOTAL 1,503.39- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____

_____ TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
22853	119	BOWLING GREEN FIRE DEPT	000	9/29/2017	11,000.00	.00
22854	959	BURTON FLOORS LLC	000	9/29/2017	568.00	.00
22855	536	CAS SEVERN	000	9/29/2017	420.00	.00
22856	70	GREENLINE SERVICE CORP	000	9/29/2017	627.59	.00
22857	999999	JACOB TRISHA	000	9/29/2017	50.00	.00
22858	999999	KUSKE JOYCE	000	9/29/2017	150.00	.00
22859	38	LOWE'S BUSINESS ACCT	000	9/29/2017	10,005.72	.00
22860	11	RAPPAHANNOCK ELEC COOP	000	9/29/2017	376.76	.00
22861	13	SHELL FLEET PLUS	000	9/29/2017	642.05	.00
22862	969	SOUTHERN SPECIALTY CORP	000	9/29/2017	7,168.00	.00
22863	999999	USO FT BELVOIR WFC CENTER	000	9/29/2017	275.00	.00
22864	256	VERIZON WIRELESS	000	9/29/2017	40.01	.00
22865	219	VLGMA	000	9/29/2017	213.54	.00

CLASS TOTAL 31,536.67
 ACH TOTAL .00
 CHECK TOTAL 31,536.67
 FINAL TOTAL 31,536.67

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 THE TOTAL 31,536.67- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____