

TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING  
MINUTES

September 7, 2017

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

MEMBERS ABSENT: Mayor Jason Satterwhite

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

AUDIENCE: Jeff Voit, Ann Marie & Wayne Jiles, Matt Rowe, Tyler & Katie Gibson, Bonnie Cannon

I. CALL TO ORDER AND QUORUM ESTABLISHED: The Vice-Mayor called the meeting to order at 7:32 P.M. and led the group in the Pledge of Allegiance to the Flag of the United States of America. He noted a quorum was present.

II. DELEGATIONS:

The Vice-Mayor called for any Delegations, the Vice-Mayor called a second hearing none the Delegations was closed.

III. PUBLIC COMMENTS:

The Vice-Mayor called for any Public Comments. He called a second time. Hearing none, the Public Comment section of the meeting was closed.

IV. CONSENT AGENDA:

**A. Bills – August 2017**

<b>A &amp; M Home Center</b>	<b>482.25</b>	<b>Beazley, Judy</b>	<b>257.71</b>
<b>Billingsley Printing</b>	<b>202.44</b>	<b>Bowling Green Fire Dept</b>	<b>1000.00</b>
<b>Bowling Green Rescue</b>	<b>1000.00</b>	<b>Burton Floors</b>	<b>12160.68</b>
<b>Carter Machinery</b>	<b>735.52</b>	<b>Cintas Corp</b>	<b>127.56</b>
<b>Cintas of Richmond</b>	<b>1041.82</b>	<b>David L. Brooks Hauling</b>	<b>140.94</b>
<b>Dickinson Equipment</b>	<b>50.03</b>	<b>Dominion Chemical</b>	<b>395.40</b>
<b>Envirocompliance Lab</b>	<b>1425.00</b>	<b>Erard, Andrea</b>	<b>1667.00</b>
<b>G &amp; G Milford Farm Serv</b>	<b>713.28</b>	<b>Gall’s LLC</b>	<b>2322.68</b>
<b>IBM Corporation</b>	<b>854.59</b>	<b>James, Mary</b>	<b>140.00</b>
<b>John, Allison</b>	<b>280.00</b>	<b>Johnson’s Exterminating</b>	<b>615.00</b>

<b>Local Services</b>	<b>80.00</b>	<b>Luck Stone Corp</b>	<b>765.78</b>
<b>Matern Staffing</b>	<b>1939.05</b>	<b>McGinley, Michelle B</b>	<b>140.00</b>
<b>Metrocast</b>	<b>166.90</b>	<b>Mid-Atlantic Lab</b>	<b>60.00</b>
<b>Minor &amp; Associates</b>	<b>760.00</b>	<b>On Site PC</b>	<b>125.00</b>
<b>Pro Shred Security</b>	<b>87.00</b>	<b>Professional Lock</b>	<b>187.00</b>
<b>Quartz Lamps, Inc</b>	<b>809.11</b>	<b>Rappahannock Times</b>	<b>64.00</b>
<b>Razorback Contractors</b>	<b>109.90</b>	<b>Staples Advantage</b>	<b>382.19</b>
<b>Stemmler Plumbing</b>	<b>16482.87</b>	<b>The Free Lance Star</b>	<b>765.00</b>
<b>The Lincoln National</b>	<b>140.58</b>	<b>The UPS Store</b>	<b>461.25</b>
<b>Treasurer of Virginia</b>	<b>693.04</b>	<b>Treasurer of Virginia</b>	<b>2721.00</b>
<b>Uline</b>	<b>3661.62</b>	<b>USA Blue Book</b>	<b>669.69</b>
<b>Verizon</b>	<b>284.58</b>	<b>Verizon Wireless</b>	<b>175.08</b>
<b>VUPS</b>	<b>50.40</b>	<b>Waste Management</b>	<b>12081.29</b>
<b>Webb, Emily</b>	<b>315.00</b>	<b>Xerox Corporation</b>	<b>422.81</b>
<b>*TYV Inc. Stratas Painting</b>	<b>12000.00</b>	<b>*Art &amp; Sign</b>	<b>1115.00</b>
<b>*Caroline Heating &amp; Air</b>	<b>20687.16</b>	<b>*Bowling Green Auto Care</b>	<b>152.50</b>
<b>*G.H. Watts Const</b>	<b>750.00</b>	<b>*Joe Wheeler’s Septic Tank</b>	<b>350.00</b>
<b>*Matern Staffing</b>	<b>439.35</b>	<b>*On Site PC</b>	<b>175.04</b>
<b>*Professional Lock</b>	<b>243.00</b>	<b>TYV Inc. Stratas Painting</b>	<b>1500.00</b>
<b>*VML Insurance</b>	<b>6265.76</b>	<b>*Zerbe’s Moving &amp; Delivery</b>	<b>960.00</b>
<b>*Tinney, Dave</b>	<b>500.00</b>	<b>*Virginia Dept of</b>	<b>100.00</b>
<b>*Burton Floors LLC</b>	<b>7307.32</b>	<b>*Ingram, Mark</b>	<b>1000.00</b>

\*Bills previously or separately authorized by Council.

- B. Minutes – July 6, 2017 Town Council Meeting
- C. R-2017-014 Resolution of Governing Body – USDA Police Car Grant
- D. R-2017-015 Resolution Approving the Transfer of Cable Television Franchise
- E. R-2017-016 Resolution in Appreciation of Matt Rowe’s Service on Council

**On motion by Mr. Hauser and a second by Ms. Davis, Council voted to approve the Consent Agenda. Voting aye: McDearmon, Wright, Gaines, Hauser, Coleman and Davis.**

**V. STAFF REPORTS:**

The following Staff Reports were noted:

- A. Events Coordinator’s Report – August 2017
- B. Clerk/Treasurer’s Report - August 2017
- C. Public Works and Utilities Report – August 2017
- D. Police Department Report - August 2017

Chief Beazley verbally reported that for the month of August there were:

- 22 calls responded to by the Town Police; an investigation is pending regarding one of the calls.
- 16 traffic stops, during which 12 summonses were given and four warnings. 10 warnings for fire lane or parking violations issued by the Town Police.
- Caroline County Sheriff's Office had 15 calls of service. One informational report was taken regarding these calls. CCSO had four traffic stops with one warning and one summonses issued by deputies in Town for June 2017.
- no speed logs conducted for the month.
- no new sex offenders had been registered as residing in the Town.
- The Chief reported that Officer Honeycutt has new Class A Uniforms.
- Office Honeycutt's certifications will expire at the end of the year.
- Evidence was in the Police Station that should have been destroyed years ago.
- Need to get the IRA forms up to date.

E. Town Manager's Report- August 2017

#### VI. NEW BUSINESS:

A. Setting of date(s) for Council vacancy interviews

**On motion by Mr. Wright and a second by Mr. Hauser, Council voted to set September 12, 2017 as the date for interviews of candidates to fill the vacancy on Town Council left by Councilman Rowe's resignation, with interviews to begin at 6:00 PM. An alternate date and time of September 19, 2017 at 6:00 PM. Voting Aye: McDearmon, Wright, Gaines, Hauser, Coleman, and Davis.**

B. Hurricane Harvey Relief Assistance – Mark Gaines- Mr. Gaines suggested that the Town make a charitable donation to those affected by Hurricane Harvey. The Town Attorney informed Council that the Virginia General Assembly puts limits on to whom local jurisdictions can make donations. She stated that those affected outside of the Town and State would not meet that criteria.

#### REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Public Health, Safety, and Personnel Committee – There was no report given.

B. Jean Davis - Budget Committee – Ms. Davis had nothing to report.

C. Mary Frances Coleman - Building and Grounds Committee – Ms. Coleman had nothing to report

D. Martin Hauser - Ordinance, Licenses, and Permits Committee – Mr. Hauser reported that the Ordinance, Licenses, and Permits Committee met and looked into the leash law and felt that the Town's Ordinance covers the matter adequately. The committee decided to draft a resolution to dissolve the Arts Commission. The committee is looking into a setting a spending authority structure for Town staff.

E. Mark Gaines - Streets and Sidewalks Committee – Mr. Gaines advised they did not have a meeting but advised he had sent an email to the Town Manager advising that the street lights on Main Street were not working. They are now. Also a lot of the street signs are leaning.

F. Otis Wright - Water, Sewer, and Trash Committee - Mr. Wright did not have a report

G. Glenn McDearmon - Economic Development, Activities, and Tourism Committee - The EDA is working hard to help the merchants in Town to clean up. At the EDA meeting there were a lot of good ideas.

VII. UNFINISHED BUSINESS:

IX. INFORMATIONAL ITEMS:

The Vice-Mayor stated Council received a letter from Gene Self advising resigning from the Planning Commission. That leaves three vacancies on the Planning Commission. The vacancies will be advertised in the local paper.

**ADJOURNMENT: There was a motion made by Mr. Hauser, and a second by Ms. Davis to adjourn at 8:20 P.M. Voting Aye: McDearmon, Wright, Gaines, Hauser, Coleman, and Davis.**