

TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MINUTES

July 6, 2017

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

MEMBERS ABSENT: None

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

AUDIENCE: Jeff Sili, Jeff Voit, Tina Gambil, John Sieg, Caroline Frye, Sam Frye, David Swink, Karen Tignor, Gary Wilson, Kathy Beard, Ashley Allen, Whitney Watts, Bill Hoffer, Steven Collins, Larry Stone, Kate Todd, Sean Korsgaard, Chris Keyser and Susan Sili.

The Mayor called the meeting to order at 7:34 P.M. and led the group in the Pledge of Allegiance to the Flag of the United States of America.

The Mayor introduced the new Director of Public Works and Utilities Billy Deavers and stated that he has 30+ years’ experience in Public Works.

DELEGATIONS:

A. John Seig, Chairman Bowling Green Economic Development Authority -
Mr. Seig spoke about the 4 Enterprise Zones in the Town of Bowling Green.

On motion by Mr. McDearmon and a second by Mr. Gaines, Council voted to set a Public Hearing for August 3, 2017 on establishing local Enterprise Zones. Voting Aye: McDearmon, Wright, Gaines, Hauser, Coleman, Davis & Rowe.

B. Sean Nelson – VDOT Representative –

Mr. Nelson spoke on marking 6 designated parking spaces on E. Broaddus Ave.as presented to Council at its June meeting. Mr. Nelson informed Council that VDOT will be repaving the streets in Bowling Green in 2019 following the completion of the Town’s sewer project. He stated that ongoing sidewalk repairs should be complete by the end of the week.

C. Kathy Beard, Susan Sili, and Charles Culley - Caroline Remembers: WWI & WWII

Mayor _____ Clerk _____

Commemorative Event

Mrs. Sili presented a slide show featuring Caroline County Residents that served in WWI & WWII.

Ms. Jordan reminded Council that the Town in partnership with Caroline County will host a USO dance at Town Hall on September 23, 2017. The Fredericksburg Big Band will provide music.

D. Gary Wilson, Jeff Sili and Charles Culley – Caroline County Economic Development Initiatives.

Mr. Sili advised that the Bowling Green Farmers’ Market is now able to accept EBT cards as a form of payment. He requested a donation of a tent and table for the representative designated to process EBT payments at the Farmers’ Market. Gary Wilson advised that the County is marketing the Town of Bowling Green as well as the County.

PUBLIC COMMENTS:

The following members of the public spoke in favor of approving text amendment to bring The Little Wedding House, located at 115 E. Broaddus Ave, in to compliance with the Town’s zoning:

- A. Bill Hoffer, 111 E. Broaddus Ave.
- B. Tina Gambil, 122 Lakewood Rd.
- C. Steven Collins, non-resident
- D. Michael Reese, E. Broaddus Ave.
- E. Kate Todd, non-resident
- F. Larry Stone, non-resident
- G. Crystal Knight, non-resident
- H. Chris Kyser , non-resident
- I. Whitney Watts, 165 S. Main St.

Ms. Gaines handed the Town Clerk letters from the public that were also in favor of a text amendment to bring her business into compliance.

The Mayor called for additional public comments. Hearing none, he closed the public comments portion of the meeting. He thanked everyone for coming and invited them to come to all of the monthly meetings. He advised that they were the 1st Thursday of each month. He noted that a Work Session was scheduled to discuss enforcement of zoning violations.

CONSENT AGENDA:

- A. Minutes – Town Council Meeting – June 1, 2017**
- B. Bills – June 2017**

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|------------------------------------|----------------|-----------------------------------|----------------|
| A & M Home Center | 720.96 | Amerigas Fredericksburg | 126.00 |
| Beazley Judy | 31.53 | Caroline Garage | 252.77 |
| Caroline Heating & Air | 5087.16 | Cintas Corporation | 38.95 |
| Cintas Of Richmond | 498.20 | Commonwealth Engineer | 360.00 |
| Dominion Chemical | 253.30 | Envirocompliance | 1530.00 |
| G & G Milford Farm Serv | 220.05 | IBM Corporation | 854.59 |
| James, Mary | 140.00 | John, Allison | 280.00 |
| Johnson’s Exterminating | 690.00 | Local Services | 80.00 |
| Matern Staffing | 909.00 | McGinley, Michelle B | 105.00 |
| Mid-Atlantic Lab | 60.00 | Minor & Associates | 1662.50 |
| On Site PC | 1949.00 | OPA Chemicals LLC | 286.76 |
| Pendletons Outdoor Pow | 133.15 | Power & Flow Solutions | 3133.92 |
| Pro Shred Security | 45.00 | SosMetal Products Inc | 539.07 |
| Staples Advantage | 463.95 | Sunbelt Rentals INC | 1131.05 |
| The Caroline Progress | 1125.00 | The UPS Store | 100.00 |
| Treasurer of Virginia | 656.63 | Uline | 1587.33 |
| USA Blue Book | 1627.47 | Verizon | 283.43 |
| Verizon Wireless | 273.89 | VUPS | 28.35 |
| Webb, Emily | 280.00 | Xerox Corporation | 432.49 |
| *Burns, Simone | 89.97 | *Hopkins, Helen | 78.94 |
| *Johnson, Jeanette | 7.90 | *Moen, Kevin | 150.00 |
| *Stephens, Julie | .16 | *Matern Staffing | 575.70 |
| *Art & Sign F/X Inc | 1115.00 | *Dominion Energy | 5076.90 |
| *Golden, Vanessa | 150.00 | *Metrocast Communication | 167.25 |
| *Rappahannock Electric | 150.00 | *The Free Lance Star | 535.04 |
| *Treasurer Of Virginia | 736.95 | *Waste Management | 88.33 |
| *Brown, Medra | 150.00 | *Calhoun, Deanna | 150.00 |
| *Cash | 300.00 | *Grigsby, Joshua | 800.00 |
| *Matern Staffing | 3492.08 | *Rappahannock Electric | 417.97 |
| *Shell Fleet | 468.25 | *Verizon Wireless | 40.01 |

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

- C. Homestay Ordinance – Refer to Planning Commission
- D. Sign Ordinance – Refer to Planning Commission
- E. Special Events in Commercial Districts – Refer to planning Commission
- F. Set Public Hearing on O-2017-003 - An Ordinance to amend the Town Code of Bowling Green concerning the zoning requirements of the corner lots in the R-1, R-2 and R-3 Residential Districts.
- G. Set Public Hearing for Ordinance allowing Town to charge fees for collections on delinquent account via a collection agency

H. Set Public Hearing for R-2017-001 – rezoning of 17518 AP Hill Blvd from R-1 to B-1.

I. Set Public Hearing on Sign Ordinance

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

STAFF REPORTS:

The following informational items were noted:

A. Events Coordinator’s Report – June 2017

B. Clerk/Treasurer’s Report - June 2017

C. Police Department Report - June 2017

Chief Jones reported that for the month of June there were:

- 20 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.
- Mr. McDearmon asked questions about equipment she had ordered.
- The Mayor asked the Chief to get a quote on fixed solar speed.
- Mayor advised that the Town should purchase an AED and have it stay at Town Hall and asked that Chief Jones get an estimate on 3 devices.

D. Town Manager’s Report- July 2017:

Mr. Peck reported the following:

- The Hotel Developer is interviewing Architectural Firms and hiring Virginia based project manager.
- Planters for Main Street have been ordered
- A Public Works Director and WWTP Chief Operator had been hired.

E. Town Attorney’s Report July 2017:

Ms. Erard advised she will be working with the Town Treasurer to start collecting the delinquent BPOL, Meals, Real Estate and Personal Property Taxes. The Treasurer will be sending out notices that the bills will go to a collection agency.

NEW BUSINESS:

The following list of items from Public Works to be surplused was given to Council for consideration:

1. GMC 3500 HD Dump Truck,
2. Cargo 7000 sweeper truck,
3. Johnston ISO 9001 sweeper truck
4. Shelton-Witt towable air compressor

Mr. McDearmon stated that the money from the surplus should be used for Waste Water Treatment Plant repairs and maintenance.

On motion by Ms. Davis and a second by Mr. Wright, Council voted to surplus GMC 3500 HD Dump Truck, Cargo 7000 sweeper truck, Johnston ISO 9001 sweeper truck and a Shelton-Witt towable air compressor. Voting aye: McDearmon, Wright, Gaines, Hauser, Coleman, Davis and Rowe.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

A. Matt Rowe - Public Health, Safety, and Personnel Committee - Mr. Rowe reported that the Town has hired a Director of Public Works - Billy Deavers. Mr. Rowe also announced that he will be resigning from Town Council. August 4, 2017 will be his last meeting.

On motion by Mr. McDearmon and a second by Mr. Gaines, Council voted to accept the resignation of Mr. Rowe. Voting Aye: McDearmon, Wright, Gaines and Hauser. Voting Nay: Coleman and Davis.

Mr. Gaines asked when the Town would end its contract for Waste Water services with William Stanley. The Town Manager advised that beginning in August, his services would only be needed for water operations as Mr. Deavers is fully licensed for Waste Water Operations.

The Mayor stated that there are 2 vacancies on the Planning Commission due to member resignations.

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

C. Mary-Frances Coleman - Building and Grounds Committee – Ms. Coleman advised the Walk About Sign had been installed.

D. Martin Hauser - Ordinance, Licenses, and Permits Committee – Mr. Hauser reported that the Ordinance, Licenses, and Permits Committee would like to meet on a number

of issues raised on the Consent Agenda that were referred to the Planning Commission. There will be a Public Hearing on a Rezoning Application for the property located at 17518 A.P. Hill Blvd.

E. Mark Gaines - Streets and Sidewalks Committee – Mr. Gaines reported that the sidewalks are being repaired on N Main and was concerned that the work areas needed to be blocked off to avoid pedestrian injury.

F. Otis Wright - Water, Sewer, and Trash Committee - Mr. Wright had nothing to report.

G. Glenn McDearmon - Economic Development, Activities, and Tourism Committee - Mr. McDearmon thanked John Sieg his presentation on the Enterprise Zones.

UNFINISHED BUSINESS:

There was no Unfinished Business

INFORMATIONAL ITEMS:

National Night out is August 1, 2017 from 5 – 7 P.M.

There will be a work session on July 20th at 7:00pm on zoning and zoning enforcement.

ADJOURNMENT: There was a motion made by Mr. Rowe, seconded by Ms. Davis to adjourn at 10:27 P.M. Voting Aye: McDearmon, Wright, Gaines, Hauser, Coleman, Davis, and Rowe.