

BOARD OF SUPERVISORS

Agenda



June 8, 2015



AGENDA

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

JUNE 8, 2015

7:00 P.M. REGULAR MEETING

- (1) Call to Order & Welcome**
- (2) Moment of Silence**
- (3) Pledge of Allegiance**
- (4) Approval of Agenda**
- (5) Citizen Comments** *(15 Minutes)*
- (6) Consent Agenda**
 - a. Consideration of a request from the Solid Waste Department to submit an annual litter control and Recycling Grant application (no local match is required). *(Resolution #R060815-01)*
 - b. Consideration of a request from the Fire and Rescue Department for acceptance and Supplemental Appropriation of the Bedford Community Health Foundation Grant (no local match is required). *(Resolution #R060815-02)*
- (7) Approval of Minutes** – May 11 and May 26, 2015
- (8) Public Hearings & Presentations**
 - a. Request from the Stewartsville-Chamblissburg Volunteer Fire Department for approval to purchase a 2015 Pierce Pumper Fire Truck.
(Resolution #R060815-03)
 - *Staff Presentation by Interim County Administrator Carl Boggess*
- (9) Action & Discussion Items**
- (10) Board Committee Reports**
- (11) Board Member Comments**
- (12) Board Appointments**
- (13) County Attorney Report**

(14) County Administrator Report

(15) Board Information

- a. Bedford Regional Water Authority meeting minutes from April 21, 2015
- b. Social Services Board meeting minutes from April 16, 2015

(16) Board Calendar & Reminders

- June 22nd – Regular Meeting at 7:00 p.m.
- July 13th – Work Session from 5:00 – 6:30 p.m.; Regular Meeting at 7:00 p.m.
- July 27th – Regular Meeting at 7:00 p.m.

(17) Adjourn



COUNTY OF BEDFORD, VIRGINIA

WASTE MANAGEMENT FACILITY
1060 RECYCLE ROAD
BEDFORD, VIRGINIA 24523

VICKI ESPOSITO
RECYCLING COORDINATOR

DEPARTMENT OF PUBLIC WORKS DIVISION OF SOLID WASTE

MEMORANDUM

TO: Board of Supervisors

THROUGH: Carl Boggess, Interim County Administrator

FROM: Vicki Esposito, Recycling Coordinator
Sheldon Cash, Director of Public Works

DATE: May 29, 2015

SUBJECT: Consideration of a Request to Submit Annual Litter Control & Recycling Grant Applications

Bedford County has received annual grant funds from the Commonwealth to support local litter control and recycling activities for over 20 years. This revenue is budgeted within the Solid Waste fund annually. These funds are used to offset a portion of the operational expenses associated with the County's Litter Control/Recycling programs.

Bedford County has historically received grant funding in the amount of \$10,000 - \$18,000 per year.

It is recommended that the County submit the litter control and recycling grant application for FY 2015 - 2016.

It is further recommended that the County submit the litter control and recycling grant on an annual basis.



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 8th day of June 2015, beginning at 7:00 p.m.

MEMBERS:

Tammy Parker, Chairman
Steve Wilkerson, Vice-Chairman
Bill Thomasson
Curry Martin
John Sharp
Steve Arrington
Annie S. Pollard

VOTE:

On motion of _____, which carried by a vote of _____, the following was adopted:

**A RESOLUTION AUTHORIZING THE ANNUAL SUBMITTAL OF
LITTER CONTROL AND RECYCLING GRANT APPLICATIONS TO THE COMMONWEALTH OF VIRGINIA**

WHEREAS, Bedford County provides Litter Prevention and Recycling Programs, and

WHEREAS, the Commonwealth of Virginia offers grant funds to assist with these local programs on an annual basis, and

WHEREAS, these annual funds have been utilized by the County to support litter prevention and recycling programs for over twenty years, and

WHEREAS, staff budget this grant award into the Solid Waste Fund annually, and

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board does hereby authorize submittal of the FY 2015-2016 litter control and recycling grant application to the Commonwealth of Virginia,

BE IT FURTHER RESOLVED, that the Bedford County Board of Supervisors authorize the submittal of this grant on an annual basis.



MEMORANDUM

TO: Board of Supervisors

THROUGH: Carl Boggess, Interim County Administrator

FROM: Petrina E. Grubbs, Financial Analyst

DATE: May 19, 2015

SUBJECT: Bedford Community Health Foundation Grant for Fire & Rescue

The Bedford Community Health Foundation has awarded Bedford County Department of Fire & Rescue funding in the amount of \$13,500.00 to purchase a LUCAS – Chest Compression system. The device will be placed centrally at Bedford Fire Department and will assist the rescuer in rendering consistent and uninterrupted CPR to better comply with the American Heart Association Guidelines. The grant period runs from July 1, 2014 – June 30, 2015. No local match is required. It is requested that the Board of Supervisors accept the Bedford community Health Foundation Grant in the amount of \$13,500.00 and authorize a Supplemental Appropriation in the amount of \$13,500.00 to 33-9324 Emergency Apparatus.

If the Board concurs, the following motion is in order.



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 8th day of June 2015, beginning at 7:00 p.m.

MEMBERS:

Tammy Parker, Chairman
Steve Wilkerson, Vice-Chairman
Bill Thomasson
Curry Martin
John Sharp
Steve Arrington
Annie S. Pollard

VOTE:

On motion of Supervisor _____, which carried by a vote of _____, the following was adopted:

A RESOLUTION

**ACCEPTANCE AND SUPPLEMENTAL APPROPRIATION OF BEDFORD
COMMUNITY HEALTH FOUNDATION GRANT**

WHEREAS, The Bedford Community Health Foundation has awarded funding to the Bedford County Department of Fire & Rescue; and

WHEREAS, the grant funding of \$13,500.00 will be used to purchase a LUCAS – Chest compression system to allow a First Responder to administer recommended and uninterrupted CPR; and

WHEREAS, the grant period runs from July 1, 2014 to June 30, 2015; and

WHEREAS, no local match is required:

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board does hereby accept the Bedford Community Health Foundation Grant in the amount of \$13,500.00 and authorize a Supplemental Appropriation in the amount of \$13,500.00 to 33-9324 Emergency Apparatus.



MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

MAY 11, 2015

7:00 P.M. REGULAR MEETING

(1) Call to Order & Welcome

(2) Moment of Silence

(3) Pledge of Allegiance

(4) Approval of Agenda

(5) Citizen Comments (15 Minutes)

(6) Consent Agenda

a. Consideration of a request from the Department of Fire and Rescue to submit a grant application to the Office of Emergency Management Services for the 2015 RSAF Grant in the amount of \$122,602.17. (The local 50/50 match will come from CIP – Emergency Apparatus and CIP – Computer Hardware budget year 2015/16.) (*Resolution #R051115-01*)

b. Consideration of a request from the Department of Public Works for authorization to execute a right of way easement agreement related to electrical service upgrades at the County's Animal Shelter. (*Resolution #R051115-02*)

(7) Approval of Minutes – March 23rd and April 9th

(8) Public Hearings & Presentations

a. Proclamation - Emergency Medical Services Week

- *Presentation: Chairman Tammy Parker*

b. Consideration of Rezoning Application #RZ150002; Maddox & Son Construction Proffer Amendment (*Ordinance #O 051115-03*)

- *Staff Presentation: Brad Robinson, Planner*

c. Consideration of Special Use Permit #SU150005 from Ross & Barbara Griffin establish a 'Conference Center' (*Ordinance #O 051115-04*)

37 *Staff Presentation: Brad Robinson, Planner*

- 38 d. Consideration of a request from the Department of Community Development
39 regarding amendments to the Zoning Ordinance. (*Ordinance #O 051115-05*)

40 • *Staff Presentation: Gregg Zody, Community Development Director*

41 **(9) Action & Discussion Items**

- 42 a. Consideration of a request to adopt the School Board's FY2015-16 Budget
43 (*Resolution #R051115-06*)

44 • *Presentation: Susan Crawford, Director of Fiscal Management*

45 **(10) Board Committee Reports**

- 46 a. Public Safety Committee meeting minutes from April 15, 2015

47 **(11) Board Member Comments**

48 **(12) Board Appointments**

- 49 • A reappointment has been requested for Mr. Al Brandt as the local
50 representative to the Central Virginia Community College Board.
- 51 • Appointment of Ellen Wandrei and Edgar Tuck to the Bedford Public Library
52 Board.
- 53 • An appointment is needed to the Economic Development Authority for District
54 7 to fill an unexpired term.
- 55 • Appointment of Carl Boggess as the County's non-Sheriff Board member to
56 the Blue Ridge Regional Jail Authority to complete the unexpired term of Mark
57 K. Reeter.
- 58 • Appointment of Carl Boggess as the County's Chief Appointed Official to
59 Region 2000 Local Government Council to complete the unexpired term of
60 Mark K. Reeter.

61 **(13) County Attorney Report**

62 **(14) County Administrator Report**

63 **(15) Board Information**

- 64 a. Department of Social Services Board meeting minutes from March 12, 2015
65 b. Bedford Regional Water Authority meeting minutes from March 17, 2015
66 c. Bedford Public Library System Board of Trustees meeting minutes from March
67 3rd, 2015; upcoming meeting agenda for May 5th, 2015.

68 **(16) Board Calendar & Reminders**

- 69 • May 26th – Regular Meeting at 7:00 p.m. (**Tuesday**)
70 • June 8th – Regular Meeting at 7:00 p.m. (Work Session from 5:00 – 6:30 p.m.)

- 71 • June 22nd – Regular Meeting at 7:00 p.m.

72 (17) **Adjourn**

73 _____
74 **7:00 P.M.**

75 **Board of Supervisors:** Tammy Parker, Chairman – District 7; Steve Wilkerson, Vice-Chairman –
76 District 3; Bill Thomasson, District 1; Curry Martin, District 2; John Sharp, District 4; Steve Arrington,
77 District 5; and Annie Pollard, District 6

78 -----
79 **Staff Present:** Interim County Administrator/County Attorney Carl Boggess, Community Development
80 Director Gregg Zody, I.T. Director Eric Rice, Director of Public Works Sheldon Cash, Planner Brad
81 Robinson, Fiscal Management Director Susan Crawford and Executive Assistant Brigitte Lockett

82 _____
83 **REGULAR MEETING**

84 -----
85 (1) Chairman Parker called the meeting to order and welcomed those in attendance.

86 (2) Chairman Parker asked the room to observe a moment of silence.

87 (3) Chairman Parker led the room in the pledge of allegiance.

88 (4) **Approval of Agenda**

89 Attorney Boggess noted the following additions to the agenda:

- 90 • Additional appointment to the Recreation Advisory Board for District 2.
91 • Deletion of Consent Agenda #6b.

92 **Supervisor Arrington made a motion to approve the agenda as amended.**

93 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
94 **Mrs. Pollard and Mrs. Parker**

95 **Voting no: None**

96 **Motion passed.**

97 _____
98 (5) **Citizen Comments**

- 99 • Jackie Davis, citizen from Thaxton, addressed the Board with a prayer.

100 _____
101 (6) **Consent Agenda**

102 Attorney Boggess read the Consent Agenda for the benefit of those in attendance.

103 **Supervisor Sharp made a motion to approve the consent agenda.**

104 a. Consideration of a request from the Department of Fire and Rescue to submit a grant
105 application to the Office of Emergency Management Services for the 2015 RSAF Grant in
106 the amount of \$122,602.17. (The local 50/50 match will come from CIP – Emergency
107 Apparatus and CIP – Computer Hardware budget year 2015/16.) (*Resolution #R051115-01*)

108 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
109 **Mrs. Pollard and Mrs. Parker**

110 **Voting no: None**

111 **Motion passed.**

112 _____

113 **(7) Approval of Minutes**

114 Supervisor Arrington noted Mr. Downey’s first name should be corrected to Richard from Robert
115 where mentioned in the minutes.

116 **Vice-Chairman Wilkerson made a motion to approve the minutes of March 23rd, 2015 as**
117 **corrected.**

118 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
119 **Mrs. Pollard and Mrs. Parker**

120 **Voting no: None**

121 **Motion passed.**

122 -----

123 **Vice-Chairman Wilkerson made a motion to approve the minutes of April 9, 2015 as**
124 **presented.**

125 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Arrington, Mrs. Pollard**
126 **and Mrs. Parker**

127 **Voting no: None**

128 **Abstained: Mr. Sharp**

129 **Motion passed.**

130 _____

131 **(8) Public Hearings & Presentations**

132 **(8a)** Chairman Parker read the following Proclamation:

133 **PROCLAMATION RECOGNIZING MAY 17TH – 23RD, 2015 AS EMERGENCY MEDICAL SERVICES WEEK**

134 **WHEREAS**, emergency medical services is a vital public service; and

135 **WHEREAS**, the members of emergency medical services teams are ready to provide lifesaving
136 care to those in need 24 hours a day, seven days a week; and

137 **WHEREAS**, access to quality emergency care dramatically improves the survival and recovery
138 rate of those who experience sudden illness or injury; and

173 The developer, Andy Maddox, addressed the Board by stating that the original purpose of the
174 proffer was to provide a buffer for Governor’s Lane. However, as development progressed it became
175 obvious the original buffer design wouldn’t really work for the newer portions of the development. Mr.
176 Maddox said this design provides buffering, but was also more interesting and attractive. In response to a
177 question from Supervisor Sharp, Mr. Maddox said he anticipates 30 Leyland Cypresses along the wall.

178 The public hearing was opened.

179 Rhonda Evans, citizen from Forest, stated that the original intent of this proffer was screening for
180 Governors Lane from the rental properties.

181 Mr. Maddox pointed out on the landscaping plan where the trees and various other plantings
182 would be placed to provide screening.

183 The public hearing was closed.

184 Mr. Maddox agreed that the original purpose of this proffer was screening; he said this will be
185 still be accomplished with the revised proffer. There followed a brief discussion between Mr. Maddox
186 and members of the Board.

187 Supervisor Sharp noted that this property is in his district, and said by his calculation the plan is
188 giving up 10 Leyland Cypresses in exchange for various other plantings. He said he doesn’t see where
189 this request is detrimental to the original purpose of this proffer.

190 **Supervisor Sharp made a motion to approve Ordinance #O 051115-03.**

191 **WHEREAS**, Maddox & Son Construction Inc. has submitted rezoning application #RZ150002 to
192 amend proffered conditions for the Thomas Jefferson Crossings development; and

193 **WHEREAS**, existing proffered conditions 1 – 11 were approved with rezoning application
194 #RZ060004 on November 28, 2005, and existing proffered conditions 12 – 14 were approved with a
195 major revision request on February 27, 2012; and

196 **WHEREAS**, the application requests to revise the language of Proffer 12c which is applicable to
197 the section of the development known as “The Gables at Spring Creek”; and

198 **WHEREAS**, all other existing proffered conditions will remain in effect for the remainder of the
199 development; and

200 **WHEREAS**, the application has been submitted pursuant to Section 30-15 of the Zoning
201 Ordinance; and

202 **WHEREAS**, the Board of Supervisors has carefully considered the public record, the public
203 testimony, and the recommendation of the Planning Commission; and

204 **WHEREAS**, the Board has determined that the requested amendment meets the goals and
205 objectives of the Comprehensive Plan and the purposes of the Zoning Ordinance; and

206 **WHEREAS**, the Board finds that the public necessity, convenience, general welfare, and good
207 zoning practice requires adoption of an ordinance to amend the conditions of the subject property; and

208 **NOW, THEREFORE, BE IT ORDAINED**, by the Bedford County Board of Supervisors on this the
209 11th day of May, 2015, that the Bedford County Zoning Ordinance be and it hereby is amended and
210 readopted by amending proffered condition #12c for Thomas Jefferson Crossings to contain the
211 following:

212 [...]

213 12c. Plantings will be placed along a serpentine wall in accordance with the architectural
214 landscaping plan by Allied Design, dated January 31, 2013; except that the planting height of the
215 Leyland Cypresses will be 8’ in height.

216 **NOW, THEREFORE, BE IT FURTHER ORDAINED**, that should any portion or provision of this
217 ordinance be held by any court to be unconstitutional or invalid, that decision shall not affect the validity
218 of the ordinance as a whole, or any part of the ordinance other than the part held to be unconstitutional or
219 invalid.

220 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
221 **Mrs. Pollard and Mrs. Parker**

222 **Voting no: None**

223 **Motion passed.**

224 -----

225 **(8c)** Mr. Robinson addressed the Board with a request for approval of Special Use Permit #SU150005
226 on behalf of Ross and Barbara Griffin to establish a Conference Center. Mr. Robinson stated that the
227 property is located on property identified as Tax Map 164-A-65B oat 1075 Aurora Lane, and is currently
228 zoned Agricultural/Residential District (AR) and comprises a total of 24.629 acres.

229 Mr. Robinson displayed a variety of maps and photographs for the Board illustrating the current
230 condition of the property, as well as the proposed use. He stated that the applicants would like to convert
231 the property into a venue that would host weddings and other events, as well as offer overnight
232 accommodations. Mr. Robinson noted those portions of the Zoning Ordinance and Comprehensive Plan
233 as they applied to this request, as well as anticipated impacts to the environment, transportation, utilities,
234 public facilities and aesthetics. He commented that a separate commercial entrance may have to be
235 established if the existing entrance cannot be upgraded to VDOT’s commercial entrance standards.

236 Mr. Robinson stated the following conditions (#1, 2 and 3) have been recommended by the
237 Planning Commission and staff; based on comments received during the public hearing for this request,
238 conditions 4 through 7 are also recommended:

- 239 **1.** Sections 30-34 (Agricultural/Residential District) and 30-85-12.5 (Conference Center) of the
240 Bedford County Zoning Ordinance shall apply to approval of the project and remain in effect
241 until such time as the use is discontinued.

- 242 2. Traffic associated with the conference center shall be prohibited on Aurora Lane past the
243 driveway that accesses the existing home on the property.
- 244 3. Tents or temporary structures may not be closer than 100 feet from the eastern property line
245 and 75 feet from the northern property line.
- 246 4. Events shall be limited to no more than 100 persons at one time. Outdoor gatherings as
247 defined in the Zoning Ordinance shall be prohibited.
- 248 5. Outdoor events, music and entertainment shall not be allowed after 10:00 p.m.
- 249 6. Parking along McDaniel Road (Route 723) and any points of access for emergency vehicles
250 shall be prohibited.
- 251 7. The applicant shall comply with all local, state and federal laws, including but not limited to
252 the Virginia Department of Health for sanitation facilities and the Virginia Department of
253 Alcoholic Beverage Control for alcohol consumption.

254 Mr. Robinson noted that copies of all the correspondence which has been received on this request
255 has been distributed to the Board this evening.

256 The applicant, Mrs. Barbara Griffin, addressed the Board. Mrs. Griffin noted that if they are
257 required to add another entrance it will have to be put in directly through a pasture, which would defeat
258 the purpose of preserving the aesthetics of the area. Mr. Griffin explained they are waiting to hear from
259 an engineer on the entrance issue.

260 In response to a question from Vice-Chairman Wilkerson, Mr. Griffin stated that there is a fence
261 between the area where the events will be held and the pasture.

262 The public hearing was opened.

263 Mrs. Ruby Dooley, citizen from Bedford, addressed the Board. Mrs. Dooley said she was
264 surprised there was no one signed up to speak against this request this evening, and questioned whether
265 the neighbors were adequately notified. She said there were many people in opposition to this request the
266 night of the Planning Commission's public hearing, and stated that the area in question is an agricultural
267 area on a very narrow road that is not suitable for the proposed use. Mrs. Dooley stressed that this request
268 would lower property values if approved, and that once the zoning is altered the whole nature of the area
269 will be changed for the worse. The quality of life would degrade for current residents, as there would be
270 more cars on the road, there would be strangers constantly in the area, etc. She asked that the letters
271 mentioned earlier be read at this meeting.

272 Mr. John Briscoe, citizen from Thaxton, addressed the Board by stating that the County should
273 not stifle new business bringing a needed service to Bedford.

274 Mrs. Doris Whitley, citizen with property on McDaniel Road, said her property is directly across
275 the property in question. Ms. Whitley said they like the area as it is; they are concerned about how this

276 will increase the traffic count, the noise, etc. She said many people are against this, but didn't come to
277 speak tonight because they felt there was no hope in preventing this change.

278 The public hearing was closed.

279 Mr. Robinson clarified that the zoning will remain AR, but a Special Use Permit could change the
280 use of the property by future owners. The traffic count is based on observations over a 12-hour period
281 over a specific number of days.

282 There followed a discussion between Mr. Robinson and members of the Board to clarify various
283 details of the request. Supervisor Pollard commented that while she likes these types of businesses, she
284 does not feel this is the best location for it. Supervisor Martin said he did not feel this was fair to the
285 people who were already living in this area. Vice-Chairman Wilkerson said that this request has reached
286 a number of approval conditions that indicate this business is not a good fit for this location. He said the
287 lack of public input at this meeting is distressing, and stated that he concurs with Supervisors Pollard and
288 Martin. Supervisor Thomasson also concurred with Supervisors Pollard and Martin.

289 In response to a question from Supervisor Sharp, Attorney Boggess confirmed that the Board can
290 add conditions to the resolution for approval. Vice-Chairman Wilkerson reiterated that you can reach a
291 point where you 'condition' a request out of possibility. He said he is not willing to interfere with the
292 solidarity shown by the people of the community affected by this request.

293 **Vice-Chairman Wilkerson made a motion to deny a Special Use Permit to establish a**
294 **Conference Center on Property Identified as Tax Map #164-A-65B.**

295 **WHEREAS**, Ross and Barbara Griffin have submitted application #SU150005 requesting a
296 Special Use Permit to establish a "Conference Center" in an AR (Agricultural/Residential) District on
297 property identified as Tax Map Number 164-A-65B; and

298 **WHEREAS**, the application has been submitted pursuant to Section 30-79-2 of the Zoning
299 Ordinance, which allows a "Conference Center" in the AR Zoning District after a Special Use Permit has
300 been approved in accordance with Section 30-19 of the Zoning Ordinance; and

301 **WHEREAS**, the Board of Supervisors has carefully considered the public record, the public
302 testimony, and the recommendation of the Planning Commission; and

303 **WHEREAS**, the Board finds that the project, even with the staff recommended conditions, is not
304 compatible with the residential and agricultural nature of the community.

305 **THEREFORE, BE IT RESOLVED**, by the Bedford County Board of Supervisors on this the 11th day
306 of May, 2015, that a Special Use Permit pursuant to application #SU150005 is denied.

307 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mrs. Pollard and Mrs. Parker**

308 **Voting no: Mr. Arrington and Mr. Sharp**

309 **Motion passed.**

310 -----

311 **(8d)** Community Development Director Gregg Zody addressed the Board with a request for approval
312 of miscellaneous amendments to the Zoning Ordinance.

313 Mr. Zody explained that staff was proposing amendments to distinguish ‘Flea Markets’ from
314 ‘Yard Sales’ in response to complaints regarding year-round yard sales in Stewartsville and Montvale,
315 and the hazards they pose regarding parking and restroom facilities. He briefly outlined the proposed
316 changes, stating the public hearing with the Planning Commission was held on March 3rd with no citizens
317 appearing to speak on this issue.

318 Mr. Zody stated that staff is also recommending amendments to clarify the ‘Sawmill’ use, which
319 includes removing the requirement for a special use permit in ‘AP’ and ‘AR’, as well as a by right use in
320 ‘R’. In response to a question from Vice-Chairman Wilkerson, Mr. Robinson stated the Ordinance does
321 not have any use and design standards for a sawmill. Vice-Chairman Wilkerson said it seems
322 incongruous that there are no standards; Mr. Robinson replied that the Planning Commission had not been
323 in favor of adding standards. Attorney Boggess recommending adopting the ‘Flea Market’ portion of the
324 Ordinance this evening and tabling the ‘Sawmill’ portion until setbacks, etc., are established.

325 The public hearing was opened.

326 Mr. Andy Dooley, citizen from Montvale, asked if the property across from Roadside Market is
327 considered a flea market or a yard sale. Attorney Boggess replied that in the past it has been recognized
328 as a non-conforming use as a flea market.

329 There being no else desiring to speak, the public hearing was closed.

330 There followed a brief discussion between Mr. Zody and members of the Board clarifying various
331 minor details of the proposed amendments. Supervisor Thomasson commented that if these amendments
332 can avoid injuries of any kind they are well worthwhile. It was noted that it can be difficult to prove
333 when a person is running a flea market instead of a yard sale. Supervisor Martin questioned why they are
334 debating passing laws that can’t be enforced.

335 Vice-Chairman Parker received consensus to move forward with the amendments to ‘Flea
336 Markets’, but to wait for the Planning Commission to develop setback standards for ‘Sawmills’.

337 **Vice-Chairman Wilkerson made a motion to approve Ordinance #O 051115-05 as amended;**
338 **specifically to approve the portion for ‘Flea Markets’ as written, but to delay action on ‘Sawmills’**
339 **until setbacks are established.**

340 **BE IT HEREBY ORDAINED** by the Board of Supervisors of Bedford County, Virginia, that after
341 having conducted a duly advertised public hearing and upon receiving the recommendation forwarded by
342 the Bedford County Planning Commission, that the regulations of the Bedford County Zoning Ordinance
343 be amended and readopted as follows:

344 **Part I. Flea Market**

345 That *Section 30-28, Definitions*, be amended as follows:

346 *Flea Market*: An occasional or periodic market held in an open area or structure with on-site
 347 restroom facilities and on-site parking where groups of individual sellers offer goods for sale to the
 348 public.

349 That *Section 30-79-2, Permitted Use Table*, be amended as follows:

350

USES	AP	AR	AV	R-1	R-2	R-3	R-4	PRD	RMH	C-1	C-2	NC	PCD	I-1	I-2	PID	EP
Commercial Uses																	
Flea Market	<u>S</u>		<u>S</u> <u>R</u>								<u>S</u> <u>R</u>			<u>S</u> <u>R</u>	<u>S</u> <u>R</u>		

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352
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358 That *Section 30-91-6, Construction Standards*, be amended as follows:

359 [...]

360 (c) Off-street parking for Flea Markets may be graveled or remain in grassy condition. A
 361 preventative maintenance plan shall be submitted to and approved by the director of planning
 362 which shall illustrate erosion and sediment control measures to ensure no erosion will impact
 363 adjacent property, waterways, or roads.

364 That *Section 30-91-9, Required Off-Street Parking*, be amended as follows:

USE TYPE	PARKING REQUIRED
<i>(e) Commercial Use Types</i>	
<u>Flea Market</u>	<u>1 space per 500 sq. ft.</u>

365
366 **Part III.**

367 Should any portion or provision of this ordinance be held by any court to be unconstitutional or
 368 invalid, that decision shall not affect the validity of the ordinance as a whole, or any part of the ordinance
 369 other than the part held to be unconstitutional or invalid.

370 This ordinance shall become effective immediately upon its adoption.

371 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
 372 **Mrs. Pollard and Mrs. Parker**

373 **Voting no: None**

374 **Motion passed.**

375

376 **(9) Action & Discussion Items**

377 **(9a)** Fiscal Management Director Susan Crawford addressed the Board with a request to approve
378 miscellaneous budgetary requests from the School Division. Ms. Crawford stated that the School Board
379 approved their FY2016 budget on May 4, 2015, a summary of which was provided in the Board's agenda
380 packet. She said staff is requesting adoption and appropriation of the FY2016 Bedford County School
381 Budget.

382 There followed a brief discussion between Ms. Crawford, Mr. Hagler and members of the Board
383 clarifying the School Division's budget.

384 **Supervisor Pollard made a motion to approve Resolution #R051115-06.**

385 **WHEREAS**, the FY 2015-2016 Bedford County Public School's Budget has been duly prepared,
386 presented and adopted by the Bedford County School Board; and

387 **WHEREAS**, the appropriate advertisements and public hearings, as required by the Code of
388 Virginia, have been conducted; and

389 **WHEREAS**, numerous budget work sessions, open to the general public have been conducted;

390 **NOW, THEREFORE, BE IT RESOLVED**, that the FY 2015-2016 Bedford County Public School
391 Budget is adopted and appropriated as follows:

392 **SCHOOL OPERATING FUND**

393	Instruction	\$ 68,068,995
394	Administration, Attendance and Health	\$ 3,832,978
395	Transportation	\$ 7,590,546
396	Operation and Maintenance	\$ 8,586,127
397	Facilities	\$ 264,731
398	Debt Service	\$ 6,473,360
399	Technology	\$ 4,736,897
400	TOTAL SCHOOL OPERATING FUND	\$ 99,553,634
401	School Nutrition Fund	\$ 4,485,561
402	School Maintenance Project Fund	\$ 6,818
403	School Textbook Fund	\$ 638,833
404	TOTAL SCHOOL FUNDS	\$104,684,846

405 **Voting yes:** Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,
406 Mrs. Pollard and Mrs. Parker

407 **Voting no:** None

408 **Motion passed.**

409 _____

410 **(10) Board Committee Reports**

411 **(10a)** The Board was given a copy of the Public Safety Committee meeting minutes from April 15,
412 2015 for review. Vice-Chairman Wilkerson noted that the main topic of debate was the eventual
413 relocation of the Fire and Rescue facilities. Supervisor Martin commented that the Vinton rescue squad
414 had written a letter to the County Administrator stating they had run over 600 calls when in fact they had
415 run just over 60 calls.

416 _____

417 **(11) Board Member Comments**

418 Supervisor Arrington stated that when produce is ready to be sold, it needs to be sold. He said the
419 County needs to sit down with the Town to work out the issues with the restroom facilities at the farmer's
420 market to keep it open when needed. He also stated that we need to keep a new facility for Fire and
421 Rescue on the County's radar.

422 Supervisor Martin noted that the Sheriff's Office has started a new program for police bike
423 patrols. He said he had distributed information on this program to the Board in their mail folders this
424 evening.

425 Supervisor Sharp stated that he read in the News and Advance that the Youngblood property has
426 changed hands, and the new owner is still pursuing a lawsuit against the County. Attorney Boggess
427 confirmed there was an article regarding this in the newspaper.

428 Supervisor Thomasson asked if we had received any response from Roanoke County's
429 Department of Safety regarding the number of calls being made into Bedford County. Attorney Boggess
430 replied that it was his understanding Roanoke had responded and acknowledged an error on their part.
431 Attorney Boggess said he was looking into the issue.

432 Supervisor Pollard stated that she agrees with Supervisor Arrington's comments regarding the
433 farmer's market. It needs to be open to farmers whenever they need it, and not just be available on a
434 specific date.

435 In response to a question from Chairman Parker, Attorney Boggess said he believe the farmer's
436 market receives \$2,500 from the County each year. Chairman Parker asked Attorney Boggess to follow
437 up on options regarding the farmer's market.

438 _____

439 **(12) Board Appointments**

440 Supervisor Sharp made a motion to re-appoint Al Brandt as the local representative to the Central
441 Virginia Community College Board for a term beginning July 1, 2015 and ending June 30, 2019.

442 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
443 **Mrs. Pollard and Mrs. Parker**

444 **Voting no: None**

445 **Motion passed.**

446 -----

447 Supervisor Pollard made a motion to appoint Ellen Wandrei to the Bedford Public Library Board
448 of Trustees for a term beginning July 1, 2015 and expiring June 30, 2019.

449 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
450 **Mrs. Pollard and Mrs. Parker**

451 **Voting no: None**

452 **Motion passed.**

453 -----

454 Supervisor Martin made a motion to appoint Edgar Tuck to the Bedford Public Library Board of
455 Trustees for a term beginning July 1, 2015 and expiring June 30, 2019.

456 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
457 **Mrs. Pollard and Mrs. Parker**

458 **Voting no: None**

459 **Motion passed.**

460 -----

461 The appointment to the Economic Development Authority for District 7 to complete an unexpired
462 term ending January 31, 2017 was tabled until the next meeting.

463 -----

464 Vice-Chairman Wilkerson made a motion to appoint Carl Boggess as the County's non-Sheriff
465 Board member to the Blue Ridge Regional Jail Authority to complete the unexpired term of Mark K.
466 Reeter ending June 30, 2016.

467 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
468 **Mrs. Pollard and Mrs. Parker**

469 **Voting no: None**

470 **Motion passed.**

471 -----

472 Supervisor Sharp made a motion to appoint Carl Boggess as the County's Chief Appointed
473 Official to Region 2000 Local Government Council to complete the unexpired term of Mark K. Reeter.

474 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
475 **Mrs. Pollard and Mrs. Parker**

476 **Voting no: None**

477 **Motion passed.**

478 -----

479 Supervisor Martin made a motion to remove David Rife as the Election District Number Two
480 member to the Bedford County Recreation Advisory Board and replace Mr. Rife with Joe Sellers for the
481 remaining term, which expires on 31 January 2018.

482 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
483 **Mrs. Pollard and Mrs. Parker**

484 **Voting no: None**

485 **Motion passed.**

486

487 **(13) County Attorney Report**

488 *Nothing to report*

489

490 **(14) County Administrator Report**

491 Attorney Boggess asked Mr. Sheldon Cash to give the Board an update on the status of the ‘In
492 God We Trust’ sign. Mr. Cash showed the Board a life-sized mock-up of the sign design. The Board
493 asked that the colors be changed to match the cast County seal already on the wall; otherwise, it will be
494 difficult to see. The Board came to a consensus to make the background color the same as the deep blue
495 in the seal, as well as making the letters the same size and color as the letters on the seal.

496

497 **(15) Board Information**

498 **a.** Department of Social Services Board meeting minutes from March 12, 2015

499 **b.** Bedford Regional Water Authority meeting minutes from March 17, 2015

500 **c.** Bedford Public Library System Board of Trustees meeting minutes from March 3rd, 2015;
501 upcoming meeting agenda for May 5th, 2015.

502

503 **(16) Board Calendar & Reminders**

504 Chairman Parker noted the Board’s upcoming meetings as follows: May 26th – Regular Meeting
505 at 7:00 p.m. (**Tuesday**); June 8th – Regular Meeting at 7:00 p.m. (Work Session from 5:00 – 6:30 p.m.);
506 June 22nd – Regular Meeting at 7:00 p.m.

507

508 **(17) Adjourn**

509 **Supervisor Sharp made a motion to adjourn the meeting at 9:18 p.m.**

510 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
511 **Mrs. Pollard and Mrs. Parker**

512 **Voting no: None**

513 **Motion passed.**



MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

MAY 26, 2015

7:00 P.M. REGULAR MEETING

(1) Call to Order & Welcome

(2) Moment of Silence

(3) Pledge of Allegiance

(4) Approval of Agenda

(5) Citizen Comments (15 Minutes)

(6) Consent Agenda

a. Request from the Clerk of the Circuit Court to submit a grant application to the Library of Virginia for funds to conserve numerous record books (no local match is required). (*Resolution #R052615-01*)

b. Request from the Virginia Department of Transportation to adopt the Six-Year Plan for Secondary Road (2016-2021) (*Resolution #R052615-02*)

(7) Approval of Minutes – April 13 and April 27, 2015

(8) Public Hearings & Presentations

a. Consideration of a request from the Department of Community Development for approval of Special Use Permit #SU150006, submitted on behalf of 2100 LLC (*Ordinance #O 052615-09*)

- *Staff Presentation by Brad Robinson, Planner*

b. Consideration of a request from the Department of Community Development for approval of amendments to the Zoning Ordinance; specifically, those portions pertaining to the Corridor Overlay District, Outdoor Wedding Events, and Campaign Signage (*Ordinance #O 052615-03*)

- *Staff Presentation by Gregg Zody, Community Development Director*

37 **(9) Action & Discussion Items**

38 Consideration of a request for approval of the School Board Supplemental,
39 Category Transfer and Re-appropriation Requests (*these may be voted on one-at-a-*
40 *time, or all together in one vote*)

- 41 • *Staff Presentation by Susan Crawford, Fiscal Management Director*

42 a. Request for authorization of a Supplemental Appropriation of grant funds in
43 the amount of \$88,785 for the purchase and installation of security equipment.
44 (*Resolution #R052615-05*)

45 b. Request for authorization of a Supplemental Appropriation of grant funds in
46 the amount of \$229,503 for the School Operating Budget.
47 (*Resolution #R052615-06*)

48 c. Request for a Category Transfer in the amount of \$300,000 from the major
49 category of Transportation to the major category of Maintenance in the
50 FY2014-15 Operating Budget. (*Resolution #R052615-07*)

51 d. Request to Re-Appropriate the FY2013-14 Operating Funds to the School
52 Maintenance Project Fund. (*Resolution #R052615-08*)

53 **(10) Board Committee Reports**

54 **(11) Board Member Comments**

55 **(12) Board Appointments**

56 a. An appointment is needed to the EDA for District 7 to fill an unexpired term
57 ending January 31st, 2017.

58 **(13) County Attorney Report**

59 **(14) County Administrator Report**

60 **(15) Board Information**

- 61 a. Economic Development Authority meeting minutes from April 2, 2015
- 62 b. Bedford/Franklin Regional Rail Initiative meeting minutes from April 23, 2015
- 63 c. Bedford E-911 Communication Center report for April 2015
- 64 d. Community Development's Building Report for April 2015
- 65 e. Bedford Public Library System Board of Trustees meeting minutes from April
66 7, 2015

67 **(16) Board Calendar & Reminders**

- 68 • June 8 – Regular Meeting at 7:00 p.m. (Work Session from 5:00 – 6:30 p.m.)
- 69 • June 22 – Regular Meeting at 7:00 p.m.
- 70 • July 13 – Regular Meeting at 7:00 p.m. (Work Session from 5:00 – 6:30 p.m.)

71 (17) Adjourn

72 _____
73 7:00 P.M.

74 **Board of Supervisors:** Tammy Parker, Chairman – District 7; Steve Wilkerson, Vice-Chairman –
75 District 3; Bill Thomasson, District 1; Curry Martin, District 2; John Sharp, District 4; Steve Arrington,
76 District 5; and Annie Pollard, District 6

77 -----
78 **Staff Present:** Interim County Administrator/County Attorney Carl Boggess, Community Development
79 Director Gregg Zody, I.T. Director Eric Rice, Planner Brad Robinson, Director of Fiscal Management
80 Susan Crawford and Executive Assistant Brigitte Lockett

81 _____
82 **REGULAR MEETING**

83 -----
84 (1) Chairman Parker called the meeting to order and welcomed those in attendance.

85 (2) Chairman Parker asked the room to observe a moment of silence.

86 (3) Chairman Parker led the room in the pledge of allegiance.

87 (4) **Approval of Agenda**

88 Supervisor Martin noted he would have comments under the Board Comments portion of the
89 meeting.

90 **Supervisor Arrington made a motion to approve the agenda.**

91 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
92 **Mrs. Pollard and Mrs. Parker**

93 **Voting no: None**

94 **Motion passed.**

95 _____
96 (5) **Citizen Comments**

- 97 • Jackie Davis, citizen from Thaxton, addressed the Board with a prayer.

98 -----
99 (6) **Consent Agenda**

100 Attorney Boggess read the Consent Agenda for the benefit of those in attendance.

101 **Vice-Chairman Wilkerson made a motion to approve the consent agenda:**

- 102 a. Request from the Clerk of the Circuit Court to submit a grant application to the Library of
103 Virginia for funds to conserve numerous record books (no local match is required).
104 (*Resolution #R052615-01*)

140 Planning Commission's public hearing, staff has added conditions (in addition to the two conditions
141 already recommended by the Planning Commission) as follows:

- 142 1. The property shall be developed with one entrance from Rucker Road (Route 806) that must
143 be permitted and built to VDOT standards. A shared entrance with the adjoining property
144 (Fisher Auto Parts) is encouraged as recommended by preliminary comments from VDOT.
- 145 2. Hours of operation shall be from 9 am until 5 pm. Night-time use of the property shall be
146 prohibited.
- 147 3. Retail activities shall be accessory to the use of the property and limited to visitors and
148 participants of the airsoft course. Retail activity shall not be conducted outside the hours of
149 operation.
- 150 4. Landscaping shall be planted along the property's frontage along Rucker Road (Route 806)
151 and shall consist of Leyland cypress trees planted at an interval of one tree per 10 linear feet
152 with a minimum height of four feet above grade at the time of planting. Landscaping shall be
153 installed prior to commencement of the use and shall remain alive and in good condition in
154 perpetuity.
- 155 5. A 150 foot vegetative buffer shall be preserved and maintained around the perimeter of the
156 property. Buildings and structures shall not be permitted to be constructed or placed within
157 this buffer.
- 158 6. Property lines along adjoining properties and roadways shall be properly marked with
159 warning signage and material(s) every 100 feet to alert participants to the limits of the play
160 areas. Trespassing of participants and random firing onto adjoining properties and roadways
161 shall be prohibited.
- 162 7. Exterior lighting shall be prohibited with the exception of lighting for safety and security
163 purposes which shall be subject to Section 30-94 of the Zoning Ordinance.
- 164 8. There shall be no use of loud speakers or amplified music on the property.
- 165 9. The use of firearms and live ammunition shall not be permitted.
- 166 10. The applicant shall comply with all local, state, and federal laws.

167 There followed a brief discussion between the Board and Mr. Robinson to clarify various aspects
168 of this request. Supervisor Sharp asked if the second condition being recommended by staff could be
169 altered, as suggested by Supervisor Martin, to allow the hours of operation from 9:00 a.m. to 30 minutes
170 before sundown.

171 The property owners, Mr. Troy Cook and Mr. John Davidson, stated that they would like more
172 flexibility in the hours of operation as proposed by the Supervisors. In response to a question from
173 Supervisor Sharp, Mr. Robinson clarified that this Special Use Permit would be in effect until the use is

174 discontinued for longer than two years. Vice-Chairman Wilkerson commended the property owners on
175 their interaction and communication with the surrounding property owners.

176 Chairman Parker opened the public comment portion of the meeting and asked if there were any
177 citizens present desiring to speak. There being none, she closed the public comment portion and asked
178 for discussion and possible action by the Board. A brief discussion followed between members of the
179 Board, with a consensus being reached to change the condition regarding the hours of operation to 9:00
180 am until thirty minutes before sundown.

181 **Supervisor Martin made a motion to approve Ordinance #O 052615-09 as amended.**

182 **WHEREAS**, 2100 LLC has submitted application #SU150006 requesting a Special Use Permit to
183 establish a “Commercial Outdoor Sports and Recreation” use in an AV (Agricultural Village Center)
184 District on property identified as Tax Map Numbers 210-A-7G and 210-A-7H; and

185 **WHEREAS**, the application has been submitted pursuant to Section 30-79-2 of the Zoning
186 Ordinance, which allows “Commercial Outdoor Sports and Recreation” in the AV Zoning District after a
187 Special Use Permit has been approved in accordance with Section 30-19 of the Zoning Ordinance; and

188 **WHEREAS**, the Board of Supervisors has carefully considered the public record, the public
189 testimony, and the recommendation of the Planning Commission; and

190 **WHEREAS**, the Board finds that the request meets the goals and objectives of the Comprehensive
191 Plan and the purposes of the Zoning Ordinance for issuance of a Special Use Permit; and

192 **NOW, THEREFORE, BE IT ORDAINED**, by the Bedford County Board of Supervisors on this the
193 26th day of May, 2015, that a Special Use Permit pursuant to application #SU150006 is approved subject
194 to the following conditions:

- 195 1. Sections 30-36 (Agricultural Village Center District) and 30-77 (Corridor Overlay District) of
196 the Bedford County Zoning Ordinance shall apply to approval of the project and remain in
197 effect until such time as the use is discontinued.
- 198 2. The site shall be developed in general conformance with the concept plan prepared by the
199 applicant.
- 200 3. The property shall be developed with one entrance from Rucker Road (Route 806) that must
201 be permitted and built to VDOT standards. A shared entrance with the adjoining property
202 (Fisher Auto Parts) is encouraged as recommended by preliminary comments from VDOT.
- 203 4. Hours of operation shall be from 9 am until thirty minutes before sundown. Night-time use of
204 the property shall be prohibited.
- 205 5. Retail activities shall be accessory to the use of the property and limited to visitors and
206 participants of the airsoft course. Retail activity shall not be conducted outside the hours of
207 operation.

- 208 6. Landscaping shall be planted along the property's frontage along Rucker Road (Route 806)
209 and shall consist of Leyland cypress trees planted at an interval of one tree per 10 linear feet
210 with a minimum height of four feet above grade at the time of planting. Landscaping shall be
211 installed prior to commencement of the use and shall remain alive and in good condition in
212 perpetuity.
- 213 7. A 150 foot vegetative buffer shall be preserved and maintained around the perimeter of the
214 property. Buildings and structures shall not be permitted to be constructed or placed within
215 this buffer.
- 216 8. Property lines along adjoining properties and roadways shall be properly marked with
217 warning signage and material(s) every 100 feet to alert participants to the limits of the play
218 areas. Trespassing of participants and random firing onto adjoining properties and roadways
219 shall be prohibited.
- 220 9. Exterior lighting shall be prohibited with the exception of lighting for safety and security
221 purposes which shall be subject to Section 30-94 of the Zoning Ordinance.
- 222 10. There shall be no use of loud speakers or amplified music on the property.
- 223 11. The use of firearms and live ammunition shall not be permitted.
- 224 12. The applicant shall comply with all local, state, and federal laws.

225 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
226 **Mrs. Pollard and Mrs. Parker**

227 **Voting no: None**

228 **Motion passed.**

229 -----

230 **(8b)** Mr. Gregg Zody, Director of Community Development, addressed the Board with a request for
231 approval of amendments related to the Corridor Overlay District, Outdoor Wedding Events and Campaign
232 Signage in the Zoning Ordinance. Mr. Zody noted 'Outdoor Wedding Events' was being withdrawn from
233 this evening's request, as staff realized there is more work needed on this portion before it is considered
234 by the Board. In response to a question from Vice-Chairman Wilkerson, Mr. Zody confirmed that there
235 would be a new advertisement and public hearing with the Planning Commission before the 'Outdoor
236 Wedding Events' portion comes back before the Board.

237 Mr. Zody briefly reviewed the remaining portions of the proposed amendments as outlined in the
238 resolution below and displayed a variety of maps showing the areas affected by this request. There
239 followed a brief discussion between Mr. Zody and members of the Board to clarify minor points made in
240 the presentation.

241

242 Chairman Parker opened up the public comment section of the public hearing and called the
243 following citizens who were signed up to speak: Danny Hylton, Chris Yeatts, Calvin Angus, Winnie
244 Yeatts, Scott Bonheim, Lynwood Arrington, Stephanie Anderson Arrington and Julie Yeatts all addressed
245 the Board to voice their opposition to the proposed amendment to ‘Outdoor Wedding Events’. All stated
246 that since this portion of the proposed Ordinance amendments was pulled this evening, they would wait
247 until the next public hearing on this issue to voice their concerns.

248 There being no one else desiring to speak, Chairman Parker closed the citizen comment portion of
249 the public hearing.

250 There followed a discussion between the Supervisors, Mr. Zody and Attorney Boggess debating
251 the need to have any future discussion or amendment to the ‘Outdoor Wedding Events’ section of the
252 Ordinance. The Board came to a consensus to allow staff to continue to work on text amendments they
253 feel are necessary, and then bring their recommendations to the Planning Commission for further
254 consideration.

255 **Supervisor Thomasson made a motion to approve Ordinance #O 052615-03 as amended.**

256 **BE IT HEREBY ORDAINED** by the Board of Supervisors of Bedford County, Virginia, that after
257 having conducted a duly advertised public hearing and upon receiving the recommendation forwarded by
258 the Bedford County Planning Commission, that the regulations of the Bedford County Zoning Ordinance
259 be amended and readopted as follows:

260 **PART I. CORRIDOR OVERLAY DISTRICT**

261 That *Section 30-77, CO Corridor Overlay District*, be amended as follows:

262 [...]

263 **Sec. 30-77-4. Permitted Uses**

264 (A) The uses permitted in the corridor overlay district shall be the same as those permitted in the
265 underlying zoning district except as prohibited below and as described in subsection 30-77-4(c).

266 [...]

267 (C) Detached, single family residential structures and applicable accessory uses and structures are
268 permitted where the underlying zoning district is C-2 along the US 460 corridor, east of Magnolia
269 Drive and west of Wheatland Road; and along the US 460 corridor between Quarterwood Road
270 and Carter Hollow Road; and along the US 24 corridor between Drewery Hill Road and St.
271 Clair's Lane.

272 [...]

273 **PART II. OUTDOOR WEDDING EVENTS**

274 That ~~*Section 30-28, Definitions*~~, be amended to add and define the use classification ~~*Outdoor*~~
275 ~~*Wedding Even*~~ as follows:

276 ~~**Outdoor Wedding Events.** Wedding events and wedding receptions offered for commercial~~
 277 ~~purposes (not on family property) lasting no longer than two (2) days.~~

278 _____
 279 That ~~Section 30-79-2, Permitted Use Table~~, be amended to list the use classification ~~Outdoor~~
 280 ~~Wedding Events~~ under Agricultural and Forestry Uses as follows:

281 Permit as a use by right (R) in the AP and AR districts.

USES	AP	AR	AV	R-1	R-2	R-3	R-4	PRD	RMH	C-1	C-2	NC	PCD	I-1	I-2	PHD	EP
Agricultural and Forestry Uses																	
Outdoor Wedding Events	R*	R*	R*														

282
 283
 284
 285
 286
 287
 288 * Subject to ~~30-85-28, Outdoor Wedding Events~~

289 ~~(a) General standards:~~

290 ~~(1) Outdoor music and entertainment shall not be allowed after 10:00 p.m.~~

291 ~~(2) All wedding related activity adjacent to a residential use shall be set back from the~~
 292 ~~affected property boundaries by no less than 100 feet.~~

293 ~~(3) Such use shall utilize the most direct access available from a state maintained road,~~
 294 ~~adequate in capacity to serve the traffic generated by the operation. There shall be no~~
 295 ~~more than one (1) point of access to a state maintained road. This requirement shall not~~
 296 ~~preclude an additional access for emergency vehicles only.~~

297 ~~(4) Weddings may be held within a structure approved for the use. The maximum number of~~
 298 ~~attendees is based on the occupancy of the event space as determined by the Uniform~~
 299 ~~Statewide Building Code.~~

300 ~~(5) Activity site must provide portable or permanent restroom facilities per applicable~~
 301 ~~health and building codes.~~

302 ~~(6) With the exception of handicapped parking, guest parking may be located on natural~~
 303 ~~surfaces.~~

304 ~~(7) Parking for use shall not be located along any rights of way or access easements to~~
 305 ~~impede existing traffic movement.~~

306 ~~(8) Minimum lot size for outdoor wedding events shall be 10 acres.~~

307 ~~(9) For lots less than 10 acres, a special use permit is required.~~

308 **PART III.**

309 That **Sec.30-93-3. Exempted signs**, be amended as follows:

310 (a) The following signs shall be exempted from regulation, and may be displayed within
311 Bedford County without obtaining a sign permit. However, ~~and an~~ electrical permit shall
312 be required for any sign requiring or incorporating electrical service:

313 [...]

314 (11) Political campaign signs provided that they are located outside of the public right-of-way,
315 are a maximum of thirty-two (32) square feet, ~~and are placed forty-five (45) days prior to~~
316 ~~an election and~~ removed within ten (10) days after the campaign.

317 **PART IV.**

318 Should any portion or provision of this ordinance be held by any court to be unconstitutional or
319 invalid, that decision shall not affect the validity of the ordinance as a whole, or any part of the
320 ordinance other than the part held to be unconstitutional or invalid.

321 This ordinance shall become effective immediately upon its adoption.

322 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
323 **Mrs. Pollard and Mrs. Parker**

324 **Voting no: None**

325 **Motion passed.**

326 _____

327 **(9) Action & Discussion Items**

328 Fiscal Management Director Susan Crawford addressed the Board with a request for approval of
329 the School Boards Supplemental and Re-appropriation requests, as well as Category Transfers. Ms.
330 Crawford and Mr. Randy Hagler, Chief Financial Officer for the School Division, gave an overview of
331 these requests and briefly explained the process that led to the requests coming before the Board this
332 evening during a brief question and answer session with the Supervisors.

333 **Supervisor Sharp made a motion to approve Resolution #R052615-05, #R052615-06,**
334 **#R052615-07 and #R052615-08 under one vote.**

335 -----

336 **(9a) Resolution #R052615-05**

337 **WHEREAS**, the Bedford County School Board applied for the School Security Equipment Grant;
338 and

339 **WHEREAS**, the state awarded Bedford County Public Schools \$88,785 for the purchase and
340 installation of security equipment at Boonsboro Elementary, Huddleston Elementary, Moneta Elementary,
341 Montvale Elementary, New London Academy Elementary, Otter River Elementary; and

342 **WHEREAS**, camera equipment was purchased and installed at all six schools; now therefore

343 **BE IT RESOLVED**, that the Bedford County Board of Supervisors authorize a Supplemental
344 Appropriation in the amount of \$88,785 to the major category of Maintenance in the FY 2014-2015
345 School Operating Budget.

346 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
347 **Mrs. Pollard and Mrs. Parker**

348 **Voting no: None**

349 **Motion passed.**

350 -----

351 **(9b) Resolution #R052615-06**

352 **WHEREAS**, the Bedford County School Board applied for a grant from the Virginia Department
353 of Education for a 21st Century Community Learning Centers Grant for Liberty High School, Moneta
354 Elementary and Body Camp Elementary; and

355 **WHEREAS**, the Bedford County School Board has received the official grant award notification
356 from the Virginia Department of Education; and

357 **WHEREAS**, the grant period is from July 1, 2014 through September 30, 2015 for the first year;
358 and

359 **WHEREAS**, the total grant award amount for the first year is \$379,503; and

360 **WHEREAS**, the School Board expects to expend \$229,503 of this amount in FY 14-15 and the
361 amount was not included in the revenue for FY 2014-2015 School Operational Budget; now therefore

362 **BE IT RESOLVED**, the Bedford County Board of Supervisors authorize a Supplemental
363 Appropriation in the amount of \$229,503 to the major category of Instruction in the FY 2014-2015
364 School Operating Budget.

365 -----

366 **(9c) Resolution #R052615-07**

367 **WHEREAS**, during the 2014-2015 school year, the Bedford County School Board is projected to
368 come in under budget in the Transportation category by \$375,000 due to the favorable bid on fuel in
369 January 2015; and

370 **WHEREAS**, the Bedford County School Board would like to use the favorable budget balance
371 toward camera repairs and clock replacements at Liberty High School and Staunton River High School;
372 now therefore

373 **BE IT RESOLVED**, that the Bedford County of Supervisors authorizes a Category Transfer in the
374 amount of \$300,000 from the major category of Transportation to the major category of Maintenance in
375 the FY 2014-2015 Operating Budget.

376 -----

377

378 **(9d) Resolution #R052615-08**

379 **WHEREAS**, during the 2013-2014 school year the Bedford County School Board received
380 funding from County tax dollars, State, Federal and other monies allotted for the operation of the schools;
381 and

382 **WHEREAS**, there was a balance in the School Operating Fund of \$203,695.96 at June 30, 2014;
383 and

384 **WHEREAS**, these funds are being requested to be spent on one-time expenditures in the School
385 Maintenance Fund; now therefore

386 **BE IT RESOLVED**, that the Bedford County Board of Supervisors authorize a re-appropriation in
387 the amount of \$203,695.96 to the Maintenance Fund in FY 2014-2015 School Budget.

388 **Voting yes:** **Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
389 **Mrs. Pollard and Mrs. Parker**

390 **Voting no:** **None**

391 **Motion passed.**

392 _____

393 **(10) Board Committee Reports – there were no committee reports**

394 _____

395 **(11) Board Member Comments**

396 In response to a question from Supervisor Martin, Mr. Hagler stated no decision has been made
397 regarding the Body Camp School facility; it will be discussed at the next School Board meeting.
398 Attorney Boggess noted that he will be touring the facility with Sheldon Cash and other School staff in
399 the near future.

400 Supervisor Martin stated that Moneta Park had raised \$40,000 for playground equipment, and
401 was hoping the County would contribute another \$10,000. Attorney Boggess noted he would discuss this
402 with the Director of Parks and Recreation regarding the requested funding, and asked that this be added to
403 the next Board agenda for consideration.

404 Supervisor Martin stated that the Supervisors has received emails from the Sheriff's Office
405 requesting a raise for his deputies equal to the raise being given to the teachers. It was noted that, with
406 the exception of the teachers, all County staff are getting the same 2% raise. Supervisor Martin said the
407 deputies deserve more since they have a hazardous job; he said he thought at least a little more should be
408 given to show appreciation. Chairman Parker noted there is a Personnel Committee meeting in a few
409 weeks, and this will be addressed at that time.

410 _____

411

412

413 **(12) Board Appointments**

414 Chairman Parker made a motion to appoint Kristy W. Milton to the Economic Development
415 Authority for District 7 to complete an unexpired term ending January 31, 2017; seconded by Vice-
416 Chairman Wilkerson.

417 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
418 **Mrs. Pollard and Mrs. Parker**

419 **Voting no: None**

420 **Motion passed.**

421 _____

422 **(13) County Attorney Report – *nothing to report***

423 _____

424 **(14) County Administrator Report**

425 Attorney Boggess noted that, in response to concerns regarding the Farmers Market that
426 Supervisor Arrington raised at the last meeting, he has met with Amanda Adams from the Bedford Main
427 Street Board, as well as Town Manager Charlie Kolakowski. He also plans to meet with Paul Stern, who
428 is now heading up the two markets, and will attend the Saturday market to speak with the vendors
429 regarding Supervisor Arrington's concerns. Supervisor Martin stated that if getting the restrooms cleaned
430 was a problem, County housekeeping should be sent down to take care of it. Attorney Boggess said the
431 issue also deals with when the property needs to be locked up; he said this is a Town property, and he
432 would like to speak to the market vendors before taking any action.

433 Attorney Boggess stated that almost 1,900 people from 39 states and 9 countries visited the
434 Welcome Center over the Memorial Day weekend; the annual Strawberry Festival was also well attended.
435 He also noted that the Department of Social Services has won an award through the Virginia Department
436 of Social Services for the program implemented by Director Andy Crawford called 'Bridges Out Of
437 Poverty'.

438 Lastly, Attorney Boggess stated that he attended the regional VACo meeting in Rocky Mount,
439 where broadband issues were discussed. He stated that the speaker on the broadband issues, Sandy
440 Turey, is being hosted by Region 2000 on June 11th if any Board members are interested in attending.

441 Attorney Boggess then received consensus from the Board to cancel the work session on June 8th.
442 In response to a question from Supervisor Martin, Attorney Boggess said he is hoping to schedule a
443 School Committee meeting to discuss the new school construction within the next week. Following that,
444 a work session may be added to the Board's meeting on June 22nd to discuss this issue further.

445

446

447

448 _____

449 **(15) Board Information**

450 **(15a)** The Board was given a copy of the Economic Development Authority meeting minutes from
451 April 2, 2015 for review.

452 **(15b)** The Board was given a copy of the Bedford/Franklin Regional Rail Initiative meeting minutes
453 from April 23, 2015 for review.

454 **(15c)** The Board was given a copy of the Bedford E-911 Communication Center report for April 2015
455 for review.

456 **(15d)** The Board was given a copy of the Community Development's Building Report for April 2015
457 for review.

458 **(15e)** The Board was given a copy of the Bedford Public Library System Board of Trustees meeting
459 minutes from April 7, 2015 for review.

460 _____

461 **(16) Board Calendar & Reminders**

462 Chairman Parker noted the Board's upcoming meetings as follows: June 8th – Regular Meeting at
463 7:00 p.m.; June 22nd – Regular Meeting at 7:00 p.m. (*possible work session at 5:00 p.m. – to be*
464 *determined at a later date*); July 13th – Regular Meeting at 7:00 p.m. (Work Session from 5:00 – 6:30
465 p.m.)

466 Vice-Chairman Wilkerson and Supervisor Pollard noted they would not be able to attend the
467 meeting on July 13th.

468 _____

469 **(17) Adjourn**

470 **Supervisor Thomasson made a motion to adjourn the meeting at 8:19 p.m.**

471 **Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Arrington,**
472 **Mrs. Pollard and Mrs. Parker**

473 **Voting no: None**

474 **Motion passed.**



MEMORANDUM

TO: Board of Supervisors

FROM: G. Carl Boggess, County Attorney

DATE: June 8, 2015

**SUBJECT: Stewartsville-Chamblissburg Volunteer Fire Department
Purchase of 2015 Pierce Pumper Fire Truck**

Stewartsville-Chamblissburg Volunteer Fire Department is purchasing a 2015 Pierce Pumper Fire Truck by bank financing. In order to obtain a better interest rate, the financing is tax exempt as allowed in Section 147(f) of the Internal Revenue Code of 1986, as amended. The use of this code section requires a public hearing and the approval by the governing body.

If this meets with the approval of the Board, attached is the appropriate resolution.



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 8th day of June 2015, beginning at 7:00 p.m.

MEMBERS:

Tammy Parker, Chairman
Steve Wilkerson, Vice-Chairman
Bill Thomasson
Curry Martin
John Sharp
Steve Arrington
Annie S. Pollard

VOTE:

On motion of _____, which carried by a vote of _____, the following was adopted:

A RESOLUTION

**APPROVING THE PURCHASE OF A 2015 PIERCE PUMPER FIRE TRUCK BY THE
STEWARTSVILLE-CHAMBLISSBURG VOLUNTEER FIRE DEPARTMENT**

WHEREAS, Stewartsville-Chamblissburg Volunteer Fire Department (hereinafter “Stewartsville-Chamblissburg”) has entered into a contract to purchase one (1) 2015 Pierce Pumper Fire Truck; and

WHEREAS, the bank financing for the truck is tax exempt as provided by Section 147(f) of the Internal Revenue Code of 1986, as amended; and

WHEREAS, as required by the aforesaid code section, Stewartsville-Chamblissburg conducted a public hearing as to the financing of one (1) 2015 Pierce Pumper Fire Truck; and

WHEREAS, by previous resolutions, the Bedford County Board of Supervisors has approved the establishment of the Stewartsville-Chamblissburg Volunteer Fire Department and Stewartsville-Chamblissburg has been assigned a primary fire response area in the County; and accordingly, Stewartsville-Chamblissburg is designated as an integral part of the County’s safety program and as such provides a critical component to the County’s goal of providing fire services to the County.

NOW THEREFORE, BE IT RESOLVED, that the Bedford County Board of Supervisors pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended, hereby approves the entering into by Stewartsville-Chamblissburg of an Agreement in an aggregate principal amount not to exceed \$200,000 to finance equipment consisting of one (1) 2015 Pierce Pumper Fire Truck which will be located at the

fire house of the Stewartsville-Chamblissburg Volunteer Fire Department and that the Chairman of the Board of Supervisors is authorized to execute a copy of this resolution.

FURTHER, BE IT RESOLVED, that Stewartsville-Chamblissburg has provided firefighting and other services for the County for many years and Stewartsville-Chamblissburg hereby agrees to meet the requirement to continue to provide firefighting and other services for the County.

Stewartsville-Chamblissburg Volunteer Fire Department

County of Bedford, Virginia

Signature

Tamara F. Parker, Chairman
of the Board of Supervisors

Printed Name and Title



**Bedford Regional Water Authority – Board of Directors
Regular Board Meeting – Minutes
April 21, 2015**

A regularly scheduled meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, April 21, 2015 in the Board Meeting Room in Bedford Water’s Annex building located at 1723 Falling Creek Road in Bedford County.

Members Present:..... Elmer Hodge, Chair
Bob Flynn
Cindy Gunnoe
Thomas Segroves
Walter Siehien

Members Absent:..... Carl Wells, Vice Chair
Michael Moldenhauer

Staff & Counsel Present: Brian Key – Executive Director
Dennis Wood – Assistant Director
Jill Underwood – Financial Manager
Megan Rapp – Communications Coordinator
Sam Darby – Legal Counsel, GFD&G

1. Call to Order

The meeting was called to order by the Chair at approximately 7:02pm. The Pledge of Allegiance and a moment of silence were conducted.

2. Review of Agenda

The following agenda was reviewed as shown below.

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: March 17, 2015 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Financial Statements through month end March 2015
6. Director’s Report: Presented by Brian Key
 - a. Policy and Projects Committee – April 2, 2015
 - i. Summary of Meeting
 - ii. Resolution 2015-04.01 – Policy Changes
 - b. Resolution 2015-04.02 – Engineering Term Contract Renewal

- c. Resolution 2015-04.03 – Master Site Plan Contract
- d. Routine Activity Reports
 - i. Projects
 - ii. Customer Service Statistical Summary
 - iii. Maintenance Summary
 - iv. Strategic Plan
- 7. Closed Sessions: pursuant to Section 2.2-3711 A. 29 and of the Code of Virginia (1950), as amended, to discuss a public contract.
- 8. Other business not covered on the above agenda
- 9. Motion to Adjourn

3. Public Comments

There were no public comments.

4. Approval of Minutes: March 17, 2015 – Regular Board Meeting

The regular Board Meeting Minutes from March 17, 2015 were reviewed.

Member Ms. Gunnoe made a motion to approve this resolution.

Member Mr. Flynn seconded the motion.

- Board Member Votes: 5 Aye, 0 Nay, 0 Abstain

5. Financial Report: Presented by Jill Underwood

- a. FY 2014-2015 Financial Statements through month end March 2015

Ms. Underwood reviewed some of the details pertaining to the financial reports for the period ending March 2015. The targeted budget goal for March was 75%; operating revenues were 71%, and operating expenditures were 66%. Facility fees collected during March were \$78,000. The total received is 133% of the budgeted amount. All facility fees received were residential. The remaining moral obligation from Bedford County was received. Several water and sewer projects were dedicated in March. Several expense accounts are over budget, but overall the expenses are under the goal for this point in the fiscal year.

Ms. Underwood reported that with the heavy rain there have been a few sewer backups and overflows which have been filed as claims with the Authority's insurance provider VML. The VRA application deadline is May 1st; the Authority is planning to submit an application for the Smith Mountain Lake Water Treatment Plant Project.

Mr. Flynn pointed out that the amount of cash in the operating account is bit higher than usual, and he asked what the funds would be used for. Ms. Underwood said that in the past the PSA would have \$300,000 - \$400,000 balance; however, the BRWA has not had this extra cash flow until this year. The plan for the next couple

of years is to build up the cash flow for capital projects.. Mr. Key added that the Authority is still below the cash balance that is generally recommended by consultants in the field of rate setting.

6. Director's Report: Presented by Brian Key

a. Policy and Projects Committee – April 2, 2015

i. Summary of Meeting

Mr. Key touched on a few significant policy changes.

- Policy 2.01 Rate Information: Revisions included changing the facility fee to charge on the small size of the meter for customers who have large meters solely for the purpose of fire suppression. This reduces the customer's fee and makes the Authority's rates more business friendly. On page 5 of the policy, Mr. Key suggested changing the language from "per parcel" to "per accounts". The word "parcel" might cause limitations for multiple accounts on one parcel. Changing the wording to "account" will clear up any confusion.
- Policy 20.13 On Call and Call Out: This policy will be effective May 4th to correspond with the next pay period.
- Policy 10.10 Purchasing: Mr. Flynn asked about when payment bonds will be released per Section P of the policy; being that Mr. Darby wrote that section, he stated that the payment may need to be held and that it contains statutory language for the procurement code. Mr. Key said that the purchasing policy was changed to more closely match the Code of Virginia.
- Policy 2.12 Deposit: One change allows the Authority to give deposits back more quickly (within a year). The other change is that if customers fall out of good standing they can be charged a deposit again.

Since most of the changes are very positive for customers, Mr. Key asked how the board wanted customers and governing bodies notified. A press release could be issued and governing bodies could be notified individually. The board offered several suggestions on how to best communicate the changes.

ii. Resolution 2015-04.01 – Policy Changes

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 21st of April 2015, beginning at 7:00pm

WHEREAS, the Authority desires to have a comprehensive set policies governing the manner in which the Authority conducts its regular business, and the Board of Directors has directed that these policies be grouped together into an operating policy manual; and,

WHEREAS, in order to keep the operating policy manual current and effective, the policies need to be periodically created, reviewed, revised, and updated; and,

WHEREAS, the Policy and Projects Committee have reviewed the changes to each of these policies, and recommend approval of the changes; and,

WHEREAS, the following policies have been created or modified, with the changes tracked to show the board the modifications that were made; now,

- 2.01 Rate Information, amended
- 2.11 Billing and Payments

- 2.12 Deposits
- 4.04 Developer Project Checklist
- 4.05 Developer Project Checklist – Not Authority Owned
- 4.06 Fire Flow Meter Vault Checklist
- 4.08 Developer Checklist – Individual Connections
- 10.10 Purchasing
- 10.12 Purchasing Cards
- 10.20 Capital Assets
- 10.32 Post Issuance Compliance
- 20.10 Work Hours and Compensation
- 20.11 Leave
- 20.13 On Call and Call Out
- 20.15 Inclement Weather and Emergency Closings
- 20.16 Paybands
- 20.24 Workers Compensation
- 20.31 Drug and Alcohol
- 30.70 After Hours Locating

WHEREAS, the Policy and Projects Committee have reviewed the changes to each of these policies, and recommend approval of the changes; now, **THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Authority does hereby approve policies 2.01, 2.11, 2.12, 10.10, 10.12, 10.20, 10.32, and 20.11 as modified; and, **BE IT FURTHER RESOLVED**, that the Board of Directors of the Authority does hereby authorize the Executive Director to approve of modifications to the other policies as listed above.

On behalf of the Projects and Policies Committee, Member Mr. Segroves made a motion to approve this Resolution.

Being a motion from the committee, no second motion was needed.

- Board Member Votes: 5 Aye, 0 Nay, 0 Abstain. The motion passed.

b. Resolution 2015-04.02 – Engineering Term Contract Renewal

Mr. Key stated that the Authority has been pleased with the work that has been performed by Wiley|Wilson and Anderson & Associates and recommended that the Authority renew their term contracts.

At a regular meeting of the Bedford Regional Water Authority (“Authority”) Board of Directors, held in the Board Meeting Room at the Authority’s Administrative Annex Building on the 21st of April 2015, beginning at 7:00pm

WHEREAS, the current Extensions of Agreements for Engineering Services for Anderson & Associates and Wiley|Wilson expires on April 19, 2015; and,

WHEREAS, the Engineering department has prepared Extensions of Agreements for Engineering Services for Anderson & Associates and Wiley|Wilson to extend services until April 19, 2016; and,

WHEREAS, the Agreements for Engineering Services dated April 19, 2011, allow for the extension of up to four one-year terms; and,

WHEREAS, the Term Contracts for Engineering Services must be extended to allow for continued services with the Engineering Consultants to complete select projects for the



Authority's Capital Improvement Program and provide consultant assistance to the Engineering Department; now,

THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Executive Director to execute the necessary agreements to extend the contracts with Anderson and Associates and Wiley|Wilson for the final one year additional term.

Member Ms. Gunnoe made a motion to approve this resolution.

Member Mr. Siehien seconded the motion.

- Board Member Votes: 5 Aye, 0 Nay, 0 Abstain. The motion passed.

c. Resolution 2015-04.03 – Master Site Plan Contract

The board approved the FY 2016 capital budget in April which included building a new storage building at the 1723 Falling Creek Road location. To ensure that the building is located in the best place possible and that there is a plan for the long range use of the site, a master plan needs to be developed.

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 21st of April 2015, beginning at 7:00pm

WHEREAS, the planning and construction for a heated equipment shed and parking lot was approved as part of the Capital Improvement Listing ("CIL") at the March 17, 2015 Authority Board Meeting; and,

WHEREAS, the Engineering department has been requested to obtain a proposal for a Master Site plan for the Authority's Administrative facility as part of the planning for the heated equipment shed and parking lot; and,

WHEREAS, the Engineering department has received a design proposal for \$9,800 from Wiley|Wilson for a Master Site Plan design for the Authority's administrative facility; now, **THEREFORE, BE IT RESOLVED**, that the Board of Directors does hereby authorize the Executive Director to execute a design contract with Wiley|Wilson for the Master Site Planning for the Authority's Administrative facility.

Member Mr. Flynn made a motion to approve this resolution.

Member Mr. Segroves seconded the motion.

- Board Member Votes: 5 Aye, 0 Nay, 0 Abstain. The motion passed.

d. Routine Activity Reports

i. Projects

A summary sheet was provided to the board about recent projects. The Black and Veatch report had an informal bid opening for subcontractors. The bids came in at around \$32-\$34 million in total; the treatment plant costs are higher than the \$14 million expected, and the team is looking at ways to reduce the plant cost. Mr. Flynn asked about the next 3-6 month timeline. Mr. Key explained that at the May board meeting there will be a contract to consider from Black and Veatch, the VRA application will be submitted by May 1, and a final agreement will hopefully be ready with the City of Lynchburg. The proceeds

would be available from the bond sale in August and groundbreaking will begin in July or August. Mr. Key explained that there is some risk for awarding contracts before the VRA bonds are closed; however, there are also cost and schedule implications if the project does not progress soon after the May meeting. The plan is to still have a complete pipe connection to the Town by December 2016, per the requirements of the consolidation agreement. The new plant may be completed six months after in spring 2017. Mr. Hodge asked for a summary of the timeline in the May board meeting.

Mr. Key reported that the list of projects from Engineering is growing and the review times are being impacted and are falling behind the schedule goals set by the Authority; this should be improved as staff members are added to the engineering department in the next few months. It is anticipated to have some of the new positions for engineering and maintenance hired on or before July 1, 2015.

The Moneta Elementary Sewer project is nearing completion; there were no problems boring under the railroad tracks. Mr. Key spoke with one of the people whose land had to be condemned and the landowner is very pleased with the work completed on their land. There is about a month left of construction. The plan is to finish the connection when school is closed for summer.

ii. Customer Service Statistical Summary

Mr. Key explained that the statistical summary for customer service was in the board packet, and offered to address any questions that the board may have. No questions were asked.

iii. Maintenance Summary

The report shows information about the maintenance work orders based on location and date. There was limited discussion about the items on this report.

iv. Strategic Plan

A summary of the strategic plan goals and work completed was included in the board packet. There were no questions from the board about the report.

7. Closed Sessions: pursuant to Section 2.2-3711 A. 29 and of the Code of Virginia (1950), as amended, to discuss a public contract.

Ms. Gunnoe moved that the Board of Directors go into Closed Meeting pursuant to Section 2.2-3711 A.29 of the Code of Virginia (1950), as amended, related to the discussion of a public contract. Mr. Siehien seconded the motion.

- Board Member Votes: 5 Aye; 0 Nay; 0 Abstain. The motion passed.

The board entered into closed session at approximately 8:13pm.

At approximately 8:53 pm Mr. Flynn moved that the board exit closed session and return to open session. Ms. Gunnoe seconded the motion.

- Board Member Votes: 5 Aye; 0 Nay; 0 Abstain. The motion passed.

Mr. Segroves moved that the Board of Directors take a roll call vote certifying that to the best of the member's knowledge only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such



public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

- Board member votes:
 - Aye: Elmer Hodge, Bob Flynn, Cindy Gunnoe, Thomas Segroves, Walter Siehien
 - Nay: None
 - The motion passed.

No action was taken by the board on the items discussed in the closed session.

8. Other Business

No other business was discussed.

9. Motion to Adjourn:

There being no further business to discuss, Mr. Flynn made a motion to adjourn and Ms. Gunnoe seconded the motion.

- Board member votes: 5 Aye; 0 Nay; 0 Abstain. The motion passed.

The meeting adjourned at approximately 8:56 pm.

April 16, 2015

The Bedford County Department of Social Services Board met in regular session on Thursday, April 16, 2015 in the Board Room of the Burks-Scott Building at 119 East Main Street, Bedford, Virginia, with the following members present, representing a quorum: Mrs. Rosemary Pawlas, Chairman, Mrs. Janet Brouhard, Vice Chairman, Mrs. Phoebe Hayden, Mrs. Tammy Parker and Mrs. Patsy Wheat. Mrs. Pawlas called the Meeting to order at 9:30 a.m. Also joining the meeting with Mr. Crawford were Mrs. Debbie Drake, Family Services Manager, Mr. Patrick Skelley, DSS Attorney and Mrs. Patricia McCauley, Assistant Director. Mrs. Brouhard made motion, seconded by Mrs. Wheat and approved unanimously, to accept the agenda for April as presented. Mrs. Wheat made motion, seconded by Mrs. Hayden and approved unanimously, that the minutes from the March meeting be approved as presented.

Program Reports:

Mr. Crawford reviewed the Benefits Report with the Board. The Safe Measures data for Family Services is not available this month due to a system problem. The agency did not meet timeliness for SNAP for the month of February which is unusual. Mr. Crawford felt this is due to the vacancies in the program. Bedford did remain under the state's targeted average. The agency will have to do a plan of improvement per policy to document how we will overcome the delay in processing. It was stated that the agency is doing well considering the increased work load. All other Benefit Program statistics were within normal limits. TANF processing is a little low; Medicaid is at 92.6% which is below Federal and State expectation, but way beyond state average. There are 54,000 Medicaid renewals statewide which are overdue; 48 of those are ours. For Bedford, these cases are the applications coming out of the DMAS (Department of Medical Assistance Services) referred to as FAMIS applications that were once worked by DMAS. They are being returned to Bedford now and are overdue. Mr. Crawford reported that he met with Commissioner Schultz recently and informed her of his disapproval of these cases showing up under our overdue reports when in fact it was not staff's fault.

Mr. Crawford also informed the Board we are approaching the 10,000 mark again in current cases under care as we had 9,964 as of March.

Our current TANF cases number 165 for the entire county. This is the lowest it has ever been and very low considering our population number.

Foster Care is becoming a concern as the County now has 49 children in Foster Care as of March. There are 5 pending right now and 2 children had to be removed last week. The increased load is hard on staff and these cases do end up costing the County more money due to foster care expenses. The Foster Care Unit currently has a vacancy and it will be posted for interviews as soon as the new Human Resource Management System updated and operational from a current upgrade.

Strengthening Families

Mr. Crawford continued to do community outreach on Bridges Out Of Poverty this month and reported meeting with a group of School Board employees including Dr. Schuch and Dr. Whitehurst. The next day he presented at the school systems principal's meeting. He also made a presentation to the Bedford Christian Free Clinic. Dr. Schuch is dedicated to the Bridges Out Of Poverty movement and the schools interested in continuing the work started on this philosophy in 2004. The school system has pulled poverty data from the last fifteen years. Almost every school in the county has seen increases in usage of free or reduced lunch over these years. These statistics are important for the county to understand as when schools experience increases in poverty rates, they can start to experience more discipline problems and their testing outcomes can decrease. There is also concern that school performance can negatively affect property values. Mrs. Brouhard brought up the "Adequate Yearly Progress" statistics and spent some time explaining that data.

Bridges Out of Poverty collaboration continues and Mr. Crawford and Mr. Deny Huff are scheduled for a conference call with Schenectady, New York tomorrow as that area is already actively engaged in this effort. Mr. Crawford did ask the Board to mark October 19th and 20th on their calendars as the Bedford Health Foundation is providing Bridges Out of Poverty training those days. Mr. Crawford is requiring any employee who has not attended before to attend this time. One day will train tactical communication and be geared more for law enforcement, but will be good for any to hear. The Health Foundation is paying for the training and hopes to build a roster of people who are representatives from Bedford Area Resource Counsel to be trained as trainers and help share the information to the community. Mr. Crawford would love to have the Board of Supervisors and Town Council represented at this training.

Action Items:

There were no Adoption Consents presented at this meeting.

The first Action Item was the request to change the date of two upcoming Board Meetings, July and October. We have historically skipped July in the past; therefore, Mrs. Pawlas made motion, seconded by Mrs. Parker and unanimously approved, to cancel the July meeting and change the October meeting to the third Thursday which would be the 15th.

Next Mr. Crawford reviewed the Compensation Plan for 2015-2016 with the Board. The one in the Board Book was revised after books were done to change Part D. Internal Alignment to "being considered" rather than "no". If Budget allows, Mr. Crawford would like to give a 5% increase to any staff who have been here at least ten years and are currently in a staff position II or III and move them to a III or IV in order to help keep them at DSS and reward their performance. The state recently increased our budget \$68,250 of which \$10,579 would be the local match to allow the agency to

hire more staff. Last year the state increased our budget an additional \$54,824 to fund more positions but Mr. Crawford did not increase staffing as the funding was received after the local budget process was completed. This additional funding did increase our county reimbursement. After combining this additional funding Bedford DSS has an increase of \$112,495 for 2015-16.

Mr. Crawford reported that he will have to get his statistics together and learn to put this money into the local budget quicker. It will be up to the DSS Board to decide how the agency should invest this increase.

The verbage used in the Compensation Plan states the Director would like to “consider” this option which does not promise or mandate it. Mrs. Parker asked if we would be getting this \$112,000 recurring. Mr. Crawford explained that this was a permanent increase moving forward.

Mrs. Parker then made motion, seconded by Mrs. Hayden and approved unanimously, to approve the revised 2015-16 Compensation Plan which includes the Internal Alignment option as presented to be submitted to the State for their approval.

Next, the agency’s revised Leave Sharing policy was discussed with the Board. Mr. Crawford reviewed the purpose and scope of the policy he had prepared from the State recommended policy. He did raise the question of the last sentence in paragraph #2 being contrary to the rest of the qualifying elements and suggested we delete the last sentence so as to not cause confusion. He then reviewed the rest of the document with the Board. There was some discussion to clarify some questions surrounding FMLA and LWOP statuses. Mr. Crawford also shared an Employee Separation procedure draft to recommend more consistency with retirements. These were reviewed and discussed with the Board and will be voted on next month for final approval.

Mr. Crawford then asked the Board if he could discuss an agency car purchase again with Susan Crawford and Mr. Reeter as we need to buy a car. After some discussion, Mrs. Pawlas made motion, seconded by Mrs. Wheat and approved unanimously, to move forward in efforts to buy a car now as it was also thought a much better deal may be gotten at this time of year on vehicles.

Informational Items:

First, Mr. Crawford presented the Budget review for this year and reported that the agency is at 68.87% of funds which indicates that the agency should end this Fiscal Year 2015 considerably under budget. He did inform the Board we had been able to purchase much needed chairs and furniture for the office.

Our Public Assistance Budget shows our expenditures at 74% and on target. Also reviewed were the CSA Budget which appears in good shape even though we are still spending more because of increased children in care. Our Domestic Violence Budget looks good as well.

Mr. Crawford then reported to the Board that we are looking at restructuring the process of application intake for Benefit Programs. He informed the Board we announced yesterday a change that will occur in our Self Sufficiency Unit and felt it was well received by staff. Mr. Crawford explained the organizational advantage of this change to the Board.

Next, Mr. Crawford updated the Board on our vacancies. Currently, we have two new Family Service Specialists starting, two Benefit Services Specialists starting and are in the process of screening applications for vacancy at the front window. Our Human

Resource Management System is currently down with upgrading and is supposed to reopen on April 21st for posting additional vacancies.

Mr. Crawford told the Board he plans to take a week's vacation in June beginning on Monday, June 15th through Friday, June 19th and will also be out on a trip to Baton Rouge the weekend before, being out June 4th 5th and 8th. He plans to return to work that Tuesday.

Mr. Crawford then asked the Board if they thought having someone from the School Board attend one of our Board Meetings to share and discuss Title I and how poverty rates affect the two agencies. Mrs. Brouhard suggested that the Testing Coordinator may be a good resource to speak as well. The Board was open to this idea.

Closed Session:

There were no items in which to enter Closed Session today.

Board Concerns:

There were no concerns brought to the Board's attention today. Mr. Crawford and Mrs. McCauley did extend their sincere thanks to the Board for their participation in the appreciation outings for the office and how much the entire staff appreciated their attendance and desserts. It truly was the best year of events for those outings.

April Totals

Special Welfare	\$	15,238.41
Refunds	\$	14,776.47
Total	\$	30,014.88
Disbursements	\$	14,776.47

The April Report of Financial Assistance shows the following:

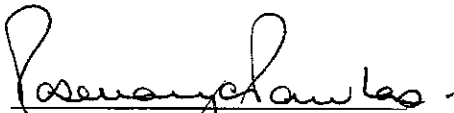
	<u>CONSOLIDATED</u>
Aged	\$ 8,266.00
Disabled	\$ 8,552.00
TANF	\$ 33,770.00
TANF/UP	\$ 1,695.00
TANF/Diversionsary	\$ 1,168.00
TANF/UP Diversionsary	\$ -0-
TANF/FC/IV-E	\$ 49,061.11
Subsidized Adoption	\$ 90,934.02
Special Needs Adoption	\$ 42,667.00
Purchased Services	\$ 146.21
VIEW	\$ 11,774.34
Administration	\$ 425,303.75
SNAP	\$ 682,984.00
Medicaid-Average per month	\$4,072,404.49

Child Care


\$ 45,186.00

There being no further business to conduct, motion was made by Mrs. Brouhard, seconded by Mrs. Wheat and approved unanimously for this Meeting to be adjourned at 11:02 a.m.

There being no further business to conduct, motion was made by Mrs. Brouhard, seconded by Mrs. Wheat and approved unanimously for this Meeting to be adjourned at 11:02 a.m.


Chairman

5.14.15
Date


Director

5-14-15
Date

VSSS Performance Indicators Monthly Report

Report Period Begin		FEB-2015			Oct-14 Nov-14	Oct-14 Nov-14	Mar-14 Feb-15	Feb-15			FEB-2015	FEB-2015	FEB-2015	FEB-2015	FEB-2015	FEB-2015
Report Period End																
Target:		97.0%	97.0%	97.0%	3.0%	2.0%	75.0%	\$7.25			50.0%	97.0%	50.0%	97.0%	97.0%	
Statewide Data:		96.0%	97.2%	96.8%	0.2%	13.6%	71.5%	\$8.61	\$9.48	90.9%	55.4%	95.0%	43.6%	77.2%	91.3%	54,743
F I P S	Local Department	<u>Timeliness of Application Processing- Expedited SNAP Applications</u>	<u>Timeliness of Application Processing- Regular SNAP Applications</u>	<u>Timeliness of Application Processing- Combined Expedited and Regular Applications</u>	<u>Quality Assurance Payment Error Rate</u>	<u>Quality Assurance Negative Action Error Rate</u>	<u>Job Retention</u>	<u>Average Hourly Wage of VIEW Clients</u>	<u>OES Average Hourly Wage</u>	<u>Percent of VIEW Hourly Wage to OES Hourly Wage</u>	<u>VIEW - Percent Employed</u>	<u>Timeliness of TANF Application Processing</u>	<u>TANF Federal Work Participation Rate</u>	<u>Timeliness of Medicaid Application Processing</u>	<u>Medicaid Timeliness of Reviews</u>	<u>Number Of Overdue Medicaid Reviews</u>
	019	Bedford Co./ City	95.1%	99.0%	97.9%	NA	0.0%	85.7%	\$8.56	\$8.53	100.4%	61.5%	93.3%	41.1%	92.6%	99.1%

SUMMARY REPORT-BENEFITS UNIT

DATE: April 16, 2015

APPLICATIONS:March 2015	TOTAL	2014 TOTAL
Temporary Assistance for Needy Families	20	24
Temporary Assistance for Needy Families/Unemployed Parent	1	0
SNAP (Food Stamps)	178	174
Medicaid	156	203
Auxiliary Grants	2	2
Total Applications:	357	403
CASES UNDER CARE:		
Temporary Assistance for Needy Families	165	189
Temporary Assistance for Needy Families/Unemployed Parent	6	14
SNAP (Food Stamps)	2,863	3,205
Medicaid	6,892	6,349
Auxiliary Grants (consolidated)	38	40
Total Cases Under Care:	9,964	9,797
Expenditure-Benefits Unit:		
TANF	\$32,227.00	\$37,838.25
TANF-UP	\$1,506.00	\$4,514.00
TANF-Diversionsary Expenses	\$1,168.00	\$1,231.37
Auxiliary Grants	\$17,125.00	\$17,146.00
SNAP (Food Stamps)	\$688,597.00	\$744,253.00
Medicaid Monthly Average	\$4,072,404.49	\$4,072,404.49

FRAUD SUMMARY
APRIL 2015

I. COURT CASES

There were two cases referred to the Commonwealth Attorney for prosecution in March 2015.

Case No.0874464 - Client was receiving SNAP / Food Stamps for herself and four children when her Benefit Programs Specialist, Ani Wright, became suspicious of her household composition. Client had been claiming that the father of her three youngest children was paying all of the expenses for her household but did not live in the household. Client had reported that he had moved out of the home on August 12, 2012 but she reported that she was pregnant on December 5, 2012 by him.

Verifications obtained from Boonsboro Elementary School indicates the children's father lives at the same address as the client and the children. Inquiries with DMV, VA State Tax, Employer, Bankruptcy Court, Landlord, Fast Auto Loans, the children's father's mother, Patricia Bryant and two neighbors, all indicate he is in the home.

A home visit with Benefit Programs Specialist, Ani Wright, was made to the residency on January 21, 2015. Due to the condition of the home, I did not look closely to the home but returned to the Agency and made a Protective Services Compliant. The children were removed from the home the next day and placed in Foster Care by the Agency.

During an office interview on January 27, 2015 with the client, the children's father and Social Workers Sara Dillon and Lisa Wade, the children's father stated that he came over to the house every day. Sometimes he stayed the night and sometimes he stayed with his mother. He stated that he never ate any of the food purchased with food stamps; he brought food from McDonalds, etc. for himself and the kids. He stated that he always supported the children and gave the client money when she asked for it. He stated that the other guys at work were always telling him to give her his bank card since she was his wife but he gave her the money instead. The client stated that she had explained her situation to Melissa Meador, her former Benefit Program Specialist, and only wrote what she told her to write.

When I explained residency policy, both stated that they did not understand the policy and never meant to defraud the agency. The children's father asked if there was some way to repay the overpayment in payments so that no charges were brought. I explained our agreement with the Commonwealth Attorney's Office that any case with an overpayment of \$2,000.00 or more had to be referred to their office for prosecution. Client stated that she had the money to repay the overpayment. She stated that she had received over \$14,000.00 in December from her mother's death and she opened an account with Woodforest Bank. She stated that they put a hold on the check and she did not get any of the monies until January 2015. She stated that since her mother was killed in an accident, the insurance would be doubled and her sister had contacted her and told her that she had over \$15,000.00 in the bank for her. I explained that the overissuance was over \$20,000.00. She stated that her sister had filed a ten million dollar lawsuit for her mother's accident.

I was able to explain to the client in the presence of her attorney, the Agency's agreement with the Commonwealth Attorney's Office and the procedures of the court system. She is charged with three Felonies; two for Falsified Applications and one for Welfare Fraud with an overpayment of \$20,547.00.

Case No. 0843918 – Prosecution was declined due to the claim of \$4,162.00 being paid in full and referred for an Intentional Program Violation.

Of the cases already in the Judicial System, one case was continued until May 19, 2015.

INTENTIONAL PROGRAM VIOLATIONS

There were four Disqualifications for an Intentional Program Violation within the SNAP Program in March 2015.

Case No. 0813918 - Client was receiving SNAP and Medicaid for herself and two children when Fraud Investigator received a fraud referral from Child Protected Services worker, Lisa Wade. Mrs. Wade reported that the father of client's youngest child was living in the home but not on the client's SNAP case.

Inquiries with DMV, VEC, Employer, Virginia State Tax, and Social Media all indicate that the child's father lives with the client. Due to the CPS investigation, they have a taped recording from the child's father who states that he has lived with the client for the last four years.

Client is disqualified from the SNAP Program for twelve months and the overpayment of \$4,162.00 has been paid in full.

Case No. 157590 – Client was disqualified from the SNAP Program for twelve months due to her failing to report when her household's income exceeded the Federal Poverty Limit and submitting a falsified Interim Report. Her adult daughter began employment with Walmart in October 2014 and her income made the household's income exceed the Federal Poverty Limit which is a change that is required to be reported within ten days. She also failed to report her daughter's employment on her Interim Report that was submitted on 01/08/15. She has an overpayment of \$126.00 which she agreed to repay by \$30.00 monthly payments.

Case No. 1663176 – Client was receiving SNAP benefits for herself and one child when the Agency received an anonymous complaint that the client’s husband was also living in the home and employed. Inquiries with VEC, DMV, VA State Tax, Neighbors, Employer and Bedford Real Estate all indicate that the husband owns and lives in the home of the client. She is disqualified from SNAP benefits for twelve months and has an overissuance of \$1,241.00 which she agreed to repay by \$100.00 monthly payments.

Case No. 0081277 – Client is disqualified from the SNAP Program for twelve months due to her not reporting when her income exceeded the Federal Poverty Limit. She was receiving SNAP assistance for herself and one child and employed as a substitute teacher for Bedford County School systems. Client had applied during the summer break and was reminded that as soon as school started and she began substituting teaching, she would need to report her income if it exceeded the Federal Poverty Limit. She has a SNAP overissuance of \$935.00 which she agreed to repay by \$50.00 monthly payments.

CURRENT REFERRAL ACTIONS

Referrals carried over from the prior month	20
Referrals left off March Report	00
Referrals received in the month of March	09
Completed Investigations in the month of March	13
Which include:	
Referrals for Prosecution	02
• ADH Disqualifications	04
• No Intent or Insufficient Evidence	07
Currently pending	16

II. COLLECTIONS

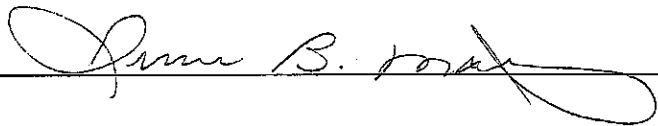
March 2015

TANF	\$ 800.00
SNAP	\$ 23,374.64
MEDICAID	\$ 0.00
FUEL	\$ 50.00
CRISIS	\$ 207.00
COOLING	\$ 0.00
CHILD CARE	\$ 180.00
CUSTODY	\$ 0.00
TOTAL	\$ 24,611.64

III. COST SAVINGS

DISQUALIFICATION SAVINGS	\$ 8,796.00
ONGOING SAVINGS	\$ 3,465.00
INVESTIGATION SAVINGS	\$ 0.00
TOTAL	\$ 12,261.00

Signed

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Date

April 4, 2015_____

Mar 2015

FUEL ASSISTANCE AND CRISIS ASSISTANCE

TOTAL FUEL ASSISTANCE APPLICATIONS

Applications Received	1319
Applications Approved	1186
Applications Denied	133
Applications Pending	0

TOTAL CRISIS ASSISTANCE APPLICATIONS

Applications Received	276
Applications Approved	193
Applications Denied	83
Applications Pending	0

FINANCIAL STATUS FOR FUEL AND CRISIS ASSISTANCE

	FUEL	CRISIS
Encumbered	\$411,740.13	\$80,617.18
Unpaid to Date	\$23,062.81	\$7,628.11
Paid to Date	\$388,677.32	\$72,989.07

SUMMARY REPORT-Title IV-E & CSA for March 2015
April 16, 2015

Applications/Referrals:			TOTAL
Foster Care Referrals			3
Title IV-E Approved			9
CSA Approved			1
Withdrawn			0
Pending			2
Cases Under Care			
Title IV-E			25
CSA			17
Pending			2
Total IV-E & CSA Cases Under Care & Ongoing			44
Interstate (Medicaid only)			0
Expenditures			
Title IV-E Expenditures			\$44,540.36
CSA Expenditures			\$137,800.03
Total Foster Care Expenditures			\$182,340.39
ADOPTION SUBSIDY/ MEDICAID CASES	No. of Cases	Medicaid Only	Medicaid&Pmt
State	25	0	20
Federal	52	0	47
Interstate	29	29	0
Total Cases	106	29	67
ADOPTION SUBSIDY EXPENDITURES			
Funded by State			\$43,294.40
Funded by Federal			\$91,568.64
Total Adoption Subsidy Payments			\$134,863.04

SUMMARY REPORT-CHILD CARE & VIEW FOR MARCH

DATE: April 16, 2015

NEW APPLICATIONS:	TOTAL
Child Care	20
CASES UNDER CARE:	
Child Care	91
Families Served	95
Children Served	174
View	78
Employed Full Time	32
Employed Part Time	9
Total Cases Under Care:	169
Expenditures-Child Care and VIEW	
VIEW Working	\$5,673.00
VIEW Transitional	\$1,221.00
TANF Transitional	\$0.00
TANF Working	\$5,044.00
TANF Education/Training	\$0.00
Fee	\$31,819.00
Head Start Wrap-Around	\$712.00
CDC Quality Initiative Program	\$656.00
VIEW Purchased	\$13,308.39
Total Child Care and VIEW Expenditures	\$58,433.39

SUMMARY REPORT - ADULT SERVICES
April 16, 2015

	TOTALS
Adult Protective Service Valid Complaints	44
Adult Protective Service Invalid Complaints	10
Courtesy Investigations	0
Adult Service Cases	1
Referrals To Other Agencies	9
Incidental Calls	7
Companion Provider Cases Open	3
Screenings and Reassessments	30
New Prisoner Re-Entry Cases	4
GRAND TOTAL APPLICATIONS	108
Guardianships Closed	1
New Guardianship Orders	4
GRAND TOTAL GUARDIANSHIP ORDERS	102
Expenditures	
Adult Protective Services	2,066.33
Companion Services	1,159.92
Administration	0.00
GRAND TOTAL EXPENDITURES	3,226.25
Collections	
Screenings and Reassessments	803

SUMMARY REPORT Custody/Adoption March, 2015
Date April 16, 2015

Applications: (New)	TOTAL
Custody	2
Independent Adoptions	2
Interstate Placement (ICPC)	0
Total Applications:	4
Custody Home Studies completed	0
Adoptions completed	0
Interstate Placement completed	0
Ongoing Cases:	
Independent Adoptions	4
Custody	2
Interstate Placement (ICPC)	1
Total Ongoing Cases:	7
TOTAL CURRENT CASE LOAD	11
Collections:	
Custodies & Adoptions	\$500.00

SUMMARY REPORT: CHILD PROTECTIVE SERVICES/PREVENTION SERVICES	
DATE: April 16, 2015	
<i>Stats from March 2015</i>	
Child Protective Services	
Child Protective Services - Valid	42
Child Protective Services - Invalid	38
Other Locality (Transferred Out) - Invalid	2
Other Locality (Transferred Out) - Valid	3
Total Complaints Taken by Service Intake	85
Courtesy for Sheriff's Dept.	0
Courtesy for Town Police	0
Courtesy CPS for Other Locality	3
Total Open CPS Cases (including Carry Over) for March	86
Total Foster Care Diversion Placements	4
Prevention Services	
Carried Over Active Prevention Cases	35
New Prevention Cases (Local)	9
New Prevention Cases (Transferred from other Localities)	0
Total Active Prevention Cases (including Carry Over) for March	44
Prevention Cases Closed This Month	4
Prevention Assessments	7
New Truancy Referral this Month	13
Truancy Cases Closed this Month	12
Total Active Truancy Cases	110
Truancy cases that receive TANF	10
Completed Family Partnership Meetings (FPM)	8

SUMMARY REPORT-SERVICE INTAKE

DATE: April 16, 2015

Stats from March 2015

	Requests	Funds Used	Funds Received
Assist Now Account			
Food	25	72.19	N/A
Shelter	1	50.55	N/A
Utilities	0	0	N/A
Shepherds Table	N/A	52.66	0
Easter Assistance	0	0	0
Back to School Supplies	0	0	0
Thanksgiving Assistance	0	0	0
Christmas Assistance	0	0	0
Shop with a Cop	0	0	0
Other	0	0	N/A
Donations	N/A	N/A	0
Instant Service Account			
Food	1	18.00	N/A
Shelter	1	50.55	N/A
Utilities	0	0	N/A
Other	0	0	N/A
Donations	N/A	N/A	0
FEMA			
Utilities	0	0	0
Rent	0	0	0
Other Food	0	0	0
Funerals			
Applications	5	2900	0
Dollar Energy/AEP			
Applications	0	N/A	\$0
Intake Calls			
Child Protective Services	85	N/A	N/A
Adult Protective Services	54	N/A	N/A
Nursing Home Screenings	30	N/A	N/A
Information & Referral Calls	317	N/A	N/A
Lions Club, Eye Glass Assistance	14 pending	\$478	\$0.00

SUMMARY REPORT-Foster Care March 2015 Date: April 16, 2015	
	TOTAL
Total Foster Care Cases in February 2015	47
New Cases For March 2015	2
Cases Out of Custody in March 2015	5
Children Returned Home	3
Children Placed with Relative	2
Children Adopted	0
Children Aged Out	0
Total Foster Care Cases in March 2015	49
Placement Types in March 2015	
Acute Psychiatric Hospital	0
Residential Facilities	4
Group Homes	1
Therapeutic Foster Care Homes	15
Maintenance Foster Care Homes	28
*Trial Home Placements	*7
*Trial Relative Placements	*4
Independent Living Arrangements	0
Detention/Shelter Care	0
AWOL	1
Total Foster Care Cases in March 2015	49
*Difference in Grand Totals is being changed to run from 1 st through end of each report month; therefore, are not reconciling as shown.	

SUMMARY BOARD REPORT FOR ADOPTIONS

March 2015

	<u>TOTAL</u>
GRAND TOTAL February 2015	82
Number of Finalized Adoptions	77
Number of Pending Adoptions	3
GRAND TOTAL March 2015	80

ADOPTIONS COMPLETED FISCAL YEAR 2012-13 (June 1, 2012-May 31, 2013)

Total Adoptions Completed = 18

Total Pending Adoptions = 0

ADOPTIONS COMPLETED FISCAL YEAR 2013-14 (June 1, 2013-May 31, 2014)

Total Adoptions Completed = 2

Total Pending Adoptions = 2

ADOPTIONS COMPLETED FISCAL YEAR 2014-15 (June 1, 2014-May 31, 2015)

Total Adoptions Completed = 3

Total Pending Adoptions = 3

SUMMARY REPORT DOMESTIC VIOLENCE

DATE: April 16, 2015

	TOTAL 2015	TOTAL 2014
Services: Bedford Domestic Violence Services (March 2015)		
Hotline Calls	453	325
Walk-in Clients	30	24
Families receiving Emergency Assistance (\$212 for light bill deposit)	6	3
Protective Order Court Accompaniment	38	28
Victims Served	26	20
Families in shelter	0	1
Nights of shelter	0	8
BCDSS staff referrals	20	21
BCSO referrals	0	0
BPD referrals	12	12
Bedford J&DR Family Assessments	3	5
Trauma Assessments	14	
Number of presentations	19	2
Cash Donations	\$3,929.97	\$1,697
In-kind Donations	\$4,230.00	\$2,375
Volunteers hours value (\$24.49 per hours 9 hours)	\$220	58/\$290

