



MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

OCTOBER 14, 2014

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- 5:00 P.M. JOINT WORK SESSION WITH THE ECONOMIC DEVELOPMENT AUTHORITY**
- a. Welcome & Introductions – Board Chairman John Sharp and EDA Chairman Craig Coker
 - b. Past year snapshot – Presented by Craig Coker, EDA Chairman
 - c. FY 15 Budget & Business Parks – Presented by Craig Coker, EDA Chairman
 - d. Priorities Moving Forward - Open discussion
- 6:00 P.M. Dinner** – Presentation by Virginia’s Region 2000 Office: Mrs. Megan A. Lucas, Region 2000 Alliance CEO; Gary F. Christie, Executive Director, Local Government Council; Ben Bowman, Workforce Development Director.
- 7:30 P.M. WELCOME**
- a. Moment of Silence
 - b. Pledge of Allegiance
- (1) APPROVAL OF AGENDA**
- (2) FIFTEEN MINUTE CITIZEN COMMENT PERIOD**
- (3) APPROVAL OF CONSENT AGENDA**
- a. Consideration of a request from the Commonwealth Attorney’s Office to submit an application for the Virginia Sexual and Domestic Violence Victim Fund Grant (no local match is required). (*Resolution #R101414-01*)
 - b. Consideration of a request from the Administration Office to accept the Local Government Challenge Grant in the amount of \$5,000.00 (a local match of \$5,000.00 is required). (*Resolution #R101414-02*)
 - c. Consideration of a request from the Virginia Department of Transportation to add Deer Track Drive to the secondary system of State highways. (*Resolution #R101414-03*)

- d. Consideration of a request from the E-911 Communications Department to accept a grant from the Office of Emergency Medical Services in the amount of \$32,786.54. (A local match of \$8,196.64 is required and was included in FY2014-14 adopted budget). (*Resolution #R101414-04*)
 - e. Consideration of New Memorandum of Understanding between County and Bedford County Department of Social Services Regarding State Payments for Use of County-Owned Office Space. (*Resolution #R101414-05*)
- (4) APPROVAL OF MINUTES – September 8, 2014**
- (5) PUBLIC HEARINGS / PUBLIC APPEARANCES**
- a. Public Appearance – Damien Cabezas will introduce himself as the new CEO for Horizon Behavioral Health.
- (6) ACTION ITEMS**
- a. Consideration of a resolution to assign a lease to Virginia’s Region 2000 Local Government Council. (*Resolution #R101414-06*)
 - *Staff Presentation: Carl Boggess, County Attorney*
- (7) BOARD COMMENTS, COMMITTEE REPORTS, REQUESTS AND RECOMMENDATIONS**
- a. Department of Social Services Board meeting minutes from June 19, July 17 and August 21, 2014.
 - b. E-911 Communications Department reports for August and September 2014.
 - c. Planning Commission meeting minutes from August 19, 2014.
 - d. Bedford Regional Water Authority Board of Directors meeting minutes from August 19, 2014.
 - e. Department of Community Development’s Build Report from September 2014.
- (8) APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES**
- a. Reminder – An Appointment is needed for the Recreation Advisory Board for District 5.
 - b. Appointment and/or Re-Appointments needed for the Economic Development Authority; terms for Districts 2 and 5 will expire in January 2015. (The current District 2 appointee does not wish to serve again; applications will be sent to the Board under separate cover. The current District 5 appointee is willing to serve again and may be re-appointed if the Board so desires.)
 - c. Appointment to Bedford Regional Water Authority Board of Directors.
- (9) COUNTY ATTORNEY REPORTS, REQUESTS AND RECOMMENDATIONS**
- (10) COUNTY ADMINISTRATOR’S REPORTS, REQUESTS AND RECOMMENDATIONS**

- a. Approval of Letter to Commonwealth Transportation Board Concerning Bedford County's Priorities for Six-Year Plan Primary Highway Improvements.
- b. VACo Preliminary 2015 Legislative Program
- c. Special Review Project Application #150001– Bedford County Public Schools/ Bedford Regional Water Authority
- d. Closed Session pursuant to Section 2.2-3711 (A) (1) as to the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; specifically, related to the County Administrator.

(11) PENDING MATTERS

(12) UPCOMING MEETINGS

- October 20th – Joint Meeting with the Bedford Town Council at the Bedford Welcome Center (dinner at 6:30 p.m., followed by a presentation by E. W. Tibbs of Centra Health at 7:00 p.m.)
- October 27th – Regular Meeting at 7:30 p.m.
- November 12th (Wednesday) – Regular Meeting at 7:30 p.m. (Work Session at 5:00 p.m.)
- November 24th – Regular Meeting at 7:30 p.m.

5:00 P.M. – WORK SESSION (*Ground Floor Meeting Room*)

Board of Supervisors: John Sharp, Chairman – District 4; Tammy Parker, Vice-Chairman, District 7; Bill Thomasson, District 1; Curry Martin, District 2; Steve Wilkerson, District 3; Steve Arrington, District 5 (*arrived at 5:32 p.m.*); and Annie Pollard, District 6 (*arrived at 5:08 p.m.*)

Economic Development Authority: Craig Coker, Chairman – District 1; Matthew Braud, Vice-Chairman – District 4 (*arrived at 5:35 p.m.*); Raymond P. Sellers – District 2; Wyatt Walton, III – District 3; Jim Lusk – District 5; Kimberly McCabe – District 6; Paul Kelbaugh – District 7

Town Staff Present: Charlie Kowlakowski

Staff Present: Mark K. Reeter, Carl Boggess, Frank Rogers and Brigitte Luckett

Board of Supervisors Chairman Sharp and Economic Development Authority Chairman Craig Coker called their respective Boards to order. Chairman Coker stated that Economic Development

Director Traci Blido would start the meeting; he would follow up with a presentation and then take questions from the Board.

Mrs. Blido opened by stating that the Economic Development Authority's (EDA) mission had not changed from last year, which is to sustain and improve the quality of life for all of Bedford County through a prudent and cost effective Economic Development program that results in quality jobs for all residents. She reviewed population, employment, unemployment and company start-up numbers, noting that there were 86 start-ups between the County and the Town. Mrs. Blido stated there are more than 350 job openings in Bedford, but nevertheless unemployment has risen since last year to 6.0% in the County and 7.5% in the Town. She said there is expansion in businesses in our County, and that the incentives provided to business by the Board of Supervisors is greatly appreciated.

Chairman Coker then took over the presentation with a review of the EDAs involvement with local companies over the past year, such as LiteSheet Solutions LLC, Bedford Lofts and Valtim. He noted that with new employee Jessica Hupp working for the Economic Development Department (EDD) the Business Appreciation Program has been revitalized. Chairman Coker touched briefly on the success of the Bedford One Program and the Bedford Artisan Trail, before moving on to a review of the businesses in the New London Business and Technology Park, the Montvale Center for Commerce and the Bedford Center for Business. He also noted that the substation at New London is ready to go live.

Chairman Coker said the EDA is still working on a better vision for the Washington Street properties. He reviewed the FY2015 budget as approved by the EDA, noting that the EDA is now a revenue producing authority and new opportunities are on the horizon. Chairman Coker and Mrs. Blido then briefly discussed the work by the EDA and the EDD over the past year to gain assistance with marketing Bedford to potential businesses. Mrs. Blido also commented on the many trade shows the County now participates in across the Country to attract businesses to our area.

Chairman Coker said the key issues the EDA needs to discuss with the Board include what the Board sees as Economic Developments role with the Town of Bedford; should the EDA be involved with economic development improvements in the Town and Main Street projects; and how the Board wants the County industrial parks marketed. He also noted that he anticipates more requests to the EDA for funding assistance for connection with for the Bedford Regional Water Authority.

There followed a brief question and answer period between Chairman Coker, Mrs. Blido and members of both public bodies. Chairman Sharp commented that he sees no difference in providing EDA assistance to the County or to the Town; Supervisor Pollard concurred. Bill Thomasson commented that when you have a limited amount of resources, those resources have to be prioritized to get the best return on investment.

Mrs. Blido thanked the Board for funding the EDA and putting policies in place that support economic growth in the County.

The Board and the EDA then took a quick break for dinner. During dinner, they heard a presentation from Megan Lucas, the new CEO of the Region 2000 Business and Economic Development Alliance. She briefly gave an overview of her work history and qualifications, as well as the recent reorganization of Region 2000. Mrs. Lucas said their goals are to generate discussions around Region 2000 to in turn generate jobs and investments. She stated that talent development, job and business retention, marketing and image regeneration, etc., will be integral to these goals.

There followed a brief question and answer session between Mrs. Lucas, the Board of Supervisors and the EDA.

Ben Bowman, Executive Director of the Workforce Investment Board, then addressed the Board and the EDA with a presentation regarding Region 2000's workforce development plans. Mr. Bowman said his office is working on several projects including the development of a credential list of desirable training and skills companies are looking for; addressing the changes to the Workforce Investment and Opportunity Act; the Career Pathways program with the local schools; and a relocation of the current Career Center.

There followed a brief question and answer session between Mr. Bowman the Board of Supervisors and the EDA.

The meeting was then turned over to Gary Christie, Executive Director of Region 2000. Mr. Christie began his presentation by giving a brief explanation of the mission of Region 2000. He then moved through a presentation covering some of the regional projects run by his organization such as the regional landfill; the replacement of the regional radio system; the ride-sharing service for commuters; and a planned investment in a regional tourism program. It was noted during Mr. Christie's presentation that while some of the radio towers could possibly be used to assist in expanding broadband in the County, Region 2000 does not have permission or property rights to utilize them for that purpose.

There followed a brief question and answer session between Mr. Christie, the Board of Supervisors and the EDA.

Chairman Sharp called for a motion to adjourn the meeting; the motion was made by Supervisor Parker and passed unanimously by acclamation. The Board then moved to the Boardroom for their regular meeting at 7:30 p.m.

7:30 P.M. – REGULAR MEETING

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

Staff Present: Mark K. Reeter, Carl Boggess and Brigitte Luckett

Chairman Sharp called the meeting to order and welcomed those in attendance; a moment of silence was held and the Pledge of Allegiance was said.

(1) APPROVAL OF AGENDA

Mr. Mark Reeter, County Administrator, noted the following changes to the agenda:

- Added Agenda Action Item: #6a – Consideration of a resolution to assign a lease to Virginia’s Region 2000 Local Government Council. (Resolution #R101414-06).
- Added Agenda Item – Appointments: #8c – Appointment to the Bedford Regional Water Authority Board of Directors.
- Additional Documentation for Agenda Item: #10a – House Bill 2 (Prioritization).

Supervisor Thomasson made a motion to approve the agenda as amended.

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

Voting no: None

Motion passed.

(2) FIFTEEN MINUTE CITIZEN COMMENT PERIOD

- Jackie Davis, citizen from Thaxton, addressed the Board with a prayer.
- Ruby Dooley, citizen from Montvale, addressed the Board. She stated that the New London Business and Technology Center needed to be sold. She asked exactly how much has been received from Region 2000 versus how much the County has given. Mrs. Dooley said the Board needs to start asking for this information before they spend more tax dollars. She said there are less than five dairies left in Bedford, and farming is too expensive for people to continue. Mrs. Dooley said she is not happy with the state of the Farmer’s Market, which is needed for those who don’t plant a garden; she asked the Board to look into the Farmer’s Market. Mrs. Dooley reiterated that she wants actual dollar amounts on what is given to Region 2000 and what is Bedford getting out of their investment. She said we need jobs that are suited to the skills of people who live in Bedford. Mrs. Dooley said she keeps hearing the phrase ‘metropolitan area’, but she does not want to live or pay taxes in a metropolitan area. (Chairman Sharp explained that a ‘metropolitan statistical area’ is how the entire county is broken up for statistical purposes; it does not mean that Bedford is being turned into a metropolitan area. Mrs. Dooley disagreed and said people are working on making Bedford a metropolitan area.) Chairman Sharp requested that Mr. Reeter get Mrs. Dooley the figures she requested regarding Region 2000.

(3) APPROVAL OF CONSENT AGENDA

County Administrator Mark Reeter read the consent agenda as follows:

- a. Consideration of a request from the Commonwealth Attorney's Office to submit an application for the Virginia Sexual and Domestic Violence Victim Fund Grant (no local match is required). (*Resolution #R101414-01*)
- b. Consideration of a request from the Administration Office to accept the Local Government Challenge Grant in the amount of \$5,000.00 (a local match of \$5,000.00 is required). (*Resolution #R101414-02*)
- c. Consideration of a request from the Virginia Department of Transportation to add Deer Track Drive to the secondary system of State highways. (*Resolution #R101414-03*)
- d. Consideration of a request from the E-911 Communications Department to accept a grant from the Office of Emergency Medical Services in the amount of \$32,786.54. (A local match of \$8,196.64 is required and was included in FY2014-14 adopted budget). (*Resolution #R101414-04*)
- e. Consideration of New Memorandum of Understanding between County and Bedford County Department of Social Services Regarding State Payments for Use of County-Owned Office Space. (*Resolution #R101414-05*)

Supervisor Thomasson made a motion to approve the Consent Agenda.

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

Voting no: None

Motion passed.

(4) APPROVAL OF MINUTES

Vice-Chairman Parker requested that on lines 465, 497 and 536 the minutes be changed to reflect a roll call vote. Attorney Boggess agreed that, although during the meeting these three items were passed by acclamation, the record could be changed to reflect who voted yes and if there were any voting no. Supervisor Wilkerson noted that on line 231, it should read 'Area 5'.

Supervisor Wilkerson made a motion to approve the minutes of September 8, 2014 as amended.

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

Voting no: None

Motion passed.

(5) PUBLIC HEARINGS / PUBLIC APPEARANCES

(5a) Damien Cabezas introduced himself to the Board as the new Director and CEO for Horizon Behavioral Health. Mr. Cabezas gave a brief background of his work history before moving on to an overview of the services provided by Horizon. He stated they serve approximately 8,000 individuals in thirty locations with services addressing substance abuse, mental health and persons with intellectual disabilities. He said the goal of Horizon is to provide fully integrated accessible consumer-centered and performance-based services. Mr. Cabezas said they are in the process of implementing a new electronic records system to improve the quality and reduce the cost of the care they provide, and briefly described some of the services they've provided in the past. He said he looked forward to a continued partnership with Bedford County.

(6) Action Items

(6a) County Attorney Carl Boggess addressed the Board with a request to assign a lease to Virginia's Region 2000 Local Government Council. Attorney Boggess gave a short background review on the process that led to this request, noting that the Board is no longer obtaining these types of leases as they are all done by Region 2000. He said it makes no sense for the County to continue to be the holder of this lease, so the request before the Board is to transfer it to Region 2000. He noted that he has requested that the lease be executed subject to getting the commencement date changed to November.

In response to a question from Supervisor Thomasson, Attorney Boggess confirmed that this tower is part of the regional radio system; we will pay the County's proportional share of 42% of the \$865 of the lease fee to Region 2000. Attorney Boggess noted that this tower is a critical asset and the system could not be run without it.

There followed a brief discussion between Attorney Boggess and the Board dealing with the history of tower leases in the County.

Supervisor Wilkerson made a motion to approve Resolution #R101414-06.

WHEREAS, American Towers, LLC, owns a certain communications tower and leases a certain parcel of land located at 3829 Mountainview Church Rd., Blue Ridge, VA 24064-3061 more commonly known as the Foster Knob VA, VAA tower site (the "Premises"); and

WHEREAS, American Towers predecessor interest and the County entered into the Agreement for the use of the tower for public safety purposes; and

WHEREAS, Amherst County, Bedford County, the Town of Bedford, and the City of Lynchburg have been operating a jointly funded Regional Emergency Communications System ("System") since 1996; and

WHEREAS, the localities determined in 2011 that significant upgrades to the System were necessary and entered into the Region 2000 Emergency Communications Regional Cooperative Agreement with the Virginia's Region 2000 Local Government Council ("Cooperative Agreement") in

order to jointly finance such upgrades and in order to transfer ownership and operation of the System to the Council; and

WHEREAS, the Licensed Premises has been and continues to be integral to the operation of the System, and as such it has been previously agreed that the Council will implement all necessary system upgrades at the Premises and take over ongoing the responsibility of maintaining and operating the system equipment located at the Premises pursuant to the terms of the Cooperative Agreement; and

NOW, THEREFORE, BE IT RESOLVED, that providing a reliable emergency communications system to serve law enforcement agencies and fire and rescue agencies is in the best interest of the citizens of Bedford County and necessary to protect the public's health, safety and welfare. The Bedford County Board of Supervisors hereby assigns all of County's rights, duties and obligations under the previous leases and under this First Amendment to Virginia's Region 2000 Local Government Council. The Board further authorizes the Chairman to execute the Agreement, subject to review by the County Attorney.

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

Voting no: None

Motion passed.

(7) BOARD COMMENTS, COMMITTEE REPORTS, REQUESTS AND RECOMMENDATIONS

(7a) The Board was given a copy of the Department of Social Services Board meeting minutes from June 19, July 17 and August 21, 2014 for review.

(7b) The Board was given a copy of the E-911 Communications Department reports for August and September 2014 for review.

(7c) The Board was given a copy of the Planning Commission meeting minutes from August 19, 2014 for review.

(7d) The Board was given a copy of the Bedford Regional Water Authority Board of Directors meeting minutes from August 19, 2014 for review.

(7e) The Board was given a copy of the Department of Community Development's Build Report from September 2014 for review.

(8) APPOINTMENTS TO BOARD, COMMISSIONS AND COMMITTEES

(8a) Supervisor Arrington commented that he is working on an appointee for this Board for District 5.

(8b) Supervisor Arrington made a motion to reappoint Mr. Jim Lusk to the Economic Development Authority for a term commencing on the 1st day of February, 2015 and ending on the 31st day of January, 2019.

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

Voting no: None

Motion passed.

(8c) At the suggestion of Supervisor Thomasson, the Board decided to table the appointment to the Bedford Regional Water Authority until a later meeting.

(9) COUNTY ATTORNEY'S REPORTS, REQUESTS AND RECOMMENDATIONS

Attorney Boggess stated he had a memo regarding the AEP dock permits (as requested by Supervisor Martin) for the Board that he would leave at their stations after the closed session.

(10) COUNTY ADMINISTRATOR'S REPORTS, REQUESTS AND RECOMMENDATIONS

(10a) Mr. Reeter asked for the Board's approval of a letter he had drafted to the Commonwealth's Department of Transportation Board pertaining to the County's primary 6-year highway improvement plan priorities. He also drew the Boards attention to a House Bill that would adjust how the State would prioritize road projects in the future.

Supervisor Arrington asked to have the issue of the pending 'devolution' addressed with the Transportation Board as well. Supervisor Thomasson said devolution may be going away eventually, but it does need to be added to this letter.

Mr. Reeter said he would add the suggested issue to the letter before presenting it to the Transportation Board.

(10b) Mr. Reeter noted that the 2015 Legislative Program would be approved at the next VACo Conference, and asked that the Board look to its own legislative program by the next regular Board meeting.

(10b) Mr. Reeter stated that the Planning Commission completed a special project review and has approved the extension of sanitary sewer services by the Bedford Regional Water Authority up to Moneta Elementary. In response to a question from Supervisor Pollard, Attorney Boggess clarified that this was simply a land use issue regarding compliance and it did not consider any funding aspects of the project.

(10e) **Supervisor Wilkerson made a motion for the Board to enter into closed session** pursuant to Section 2.2-3711 (A) (1) as to the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; specifically, related to the County Administrator.

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

Voting no: None

Motion passed.

Supervisor Pollard made a motion to go back into regular session.

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

Voting no: None

Motion passed.

WHEREAS, the Bedford County Board of Supervisors has convened a Closed Meeting, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712 of the Code of Virginia requires a certification by the Bedford County Board of Supervisors that such closed meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE BE IT RESOLVED, that the Bedford County Board of Supervisors does hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting was heard, discussed or considered by the Bedford County Board of Supervisors.

<u>MEMBERS:</u>	<u>VOTE:</u>
John Sharp, Chairman	Yes
Tammy Parker, Vice-Chairman	Yes
Bill Thomasson	Yes
Curry W. Martin	Yes
Steve Wilkerson	Yes
Steve Arrington	Yes
Annie S. Pollard	Yes

(11) PENDING MATTERS

There were no pending matters to discuss.

(12) UPCOMING MEETINGS

Chairman Sharp noted the Board's upcoming meetings as follows: October 20th - Joint meeting with the Bedford Town Council at the Welcome Center at 6:30 p.m.; October 27th – Regular Meeting at 7:30 p.m.; October 27th – Regular Meeting at 7:30 p.m.; November 12th (Wednesday) – Regular Meeting at 7:30 p.m. (Work Session at 5:00 p.m.; and November 24th – Regular Meeting at 7:30 p.m.

Supervisor Pollard made a motion to adjourn the meeting at 10:09 p.m.

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

Voting no: None

Motion passed.