



MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD AREA WELCOME CENTER

OCTOBER 15, 2013

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- 5:00 P.M.** **WORK SESSION** - Annual joint meeting with the Economic Development Authority
- a. Welcome & Introductions
 - BOS Chairman Steve Arrington
 - EDA Chairman Craig Coker
 - b. Past year snapshot – Traci Blido
 - c. FY14 Marketing Plan – Craig Coker
 - d. Priorities Moving Forward – Craig Coker & All
- 6:45 P.M.** **Dinner** (served at the Welcome Center)
- 7:30 P.M.** **WELCOME** (Regular meeting at the County Administration Office)
- 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 from the Communications Center to submit a grant application to the Virginia Information Technologies Agency in the amount of \$2,000.00 to cover costs associated with 911 public safety communications education and training (no local match is required). (*Resolution #R101513-02*)
- (4) APPROVAL OF MINUTES** – September 23, 2013
- (5) PUBLIC HEARINGS / PUBLIC APPEARANCES**
- a. Proclamation in recognition of Andy Craig, Boy Scouts of America.
 - *Presentation: Steve Arrington, Board Chairman*
 - b. Public Hearing – Consideration of rezoning application #RZ140001, Andrew J. Maddox, Maddox and Son Construction.

- *Staff Presentation: Mark Jordan, Planner*
- c. Public Hearing – Consideration of Special Use Permit #SU140001, Andrew J. Maddox, Maddox and Son Construction.
 - *Staff Presentation: Mark Jordan, Planner*

(6) ACTION ITEMS

- a. Consideration of Supplemental Appropriation resolutions for the School Board’s C.I.P., Regional Radio and a new substation. (*Resolutions #R101513-11 and #R101513-12*)
 - *Staff Presentation: Mark K. Reeter, County Administrator*
- b. Consideration of a request from the Department of Fire and Rescue for an appropriation of funds for the purchase of an ambulance. (*Resolution #R101513-08*)
 - *Staff Presentation: Jack Jones, Jr., Fire and Rescue Chief*
- c. Consideration of a request from the Parks and Recreation Department to purchase playground equipment for Montvale Park. (*Resolution #R101513-09*)
 - *Staff Presentation: Wyatt Woody, Interim Park and Recreation Director*
- d. Consideration of a request from the Department of Solid Waste to issue a Request for Proposals for Solid Waste Engineering and Consulting services.
 - *Staff Presentation: Sheldon Cash, Director of Public Works*
- e. Consideration of a request for approval of an initiating resolution of Board-proposed amendments to the Comprehensive Plan.
 - *Staff Presentation: Tim Wilson, Director of Community Development*
- f. Consideration of a request for approval of an initiating resolution of Board-proposed amendments to the Subdivision Ordinance and Zoning Ordinance.
 - *Staff Presentation: Tim Wilson, Director of Community Development*

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

- a. Library Board meeting minutes from September 3, 2013.
- b. Planning Commission meeting minutes from August 20, 2013.
- c. Communication report for September 2013.
- d. Information Item – Fire Prevention Week.
- e. Information Item – Expenditures and performance results achieved by the Southern Virginia Internet Crimes Against Children Task Force.
- f. Information Item – Census of area incorporated into Town.
- g. Information Item – Solid Waste unannounced compliance inspection results.

- h. Information Item – Application for Amendment of Order Approving Non-Project use of Project Lands and Water (to increase withdrawals of water from Smith Mountain Lake)
- i. Information Item – VDOT Fall Transportation Meetings
- j. Information Item – Lake Vista Property Owners Association – Dam Alteration Permit Application

(8) APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

- a. Appointment to the Central Virginia Alcohol Safety Action Program.

(9) COUNTY ATTORNEY REPORTS, REQUESTS AND RECOMMENDATIONS

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

- a. Discussion of proposed retreat agenda
- b. Consideration of Proposed Amendments to County Personnel Manual
- c. Review of Draft 2014 Virginia Association of Counties Legislative Program
- d. Closed Session pursuant to Sections 2.2-3711 (A) (1) for 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.

(11) PENDING MATTERS

- a. VACo conference decision deadline is October 23, 2013
- b. Swearing-in ceremony and following reception will be held on December 20 at 9:00 a.m. at the Courthouse.

(12) UPCOMING MEETINGS

- October 28 - Regular Meeting at 7:30 p.m.
- November 13 (**Wednesday**) – Regular meeting at 7:30 p.m., with a Work Session from 5:00 to 6:45 p.m.
- November 25 - Regular meeting at 7:30 p.m., with a Work Session from 5:00 to 6:45 p.m.
- December 9 - Regular meeting at 7:30 p.m., with a Work Session from 5:00 to 6:45 p.m.

5:00 P.M. – WORK SESSION

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

Economic Development Authority: Craig Coker, Chairman, District 1; Matthew Braud, Vice-Chairman, District 4; Raymond Sellers, District 2; Wyatt Walton III, District 3; James Lusk, District 5; Kimberly McCabe, District 6; Paul Kelbaugh, District 7

Staff Present: Mark K. Reeter, Frank J. Rogers, Carl Boggess, Traci Blido, Diana Cocke and Brigitte Petersen

Chairman Arrington called the Board of Supervisors to order; Chairman Craig Coker called the Economic Development Authority to order.

Traci Blido, Director of Economic Development, addressed the group with an overview of the past year's achievements. Mrs. Blido noted the addition of at least 294 new jobs in the area, the development of the Property Management Plan, increased marketing efforts, a new Economic Development website and the EDA's support for the Bedford Artisan Trail. She stated that while local sales and use tax had decreased slightly, the occupancy tax and meals tax revenue was higher. She then turned the meeting over to Chairman Coker for a review of marketing strategies.

Chairman Coker noted the goals of the EDA, which included identifying target groups that would be a good fit for our industrial parks, retaining and growing existing business and developing a brand image for Bedford. He reviewed the facilities available at the Montvale Center for Commerce, the Little Otter Business Park, the Bedford Center for Business, and the New London Business and Technology Center, which he noted will benefit greatly from the new substation the Board is planning to fund. Chairman Coker stated that the EDA is focused on getting input from stakeholders such as the Board of Supervisors, Town officials and regional economic developers to help develop a marketing plan for the area. He said that, while developing the marketing plan, consideration will be given to Bedford's strengths, weaknesses, opportunities and threats, and asked each of the Supervisors what they felt Bedford's strengths were.

On behalf of the EDA, Chairman Coker thanked the Board of Supervisors for the support they have shown for Economic Development over the past year. There followed a brief discussion between the Board and the EDA. Chairmen Arrington and Coker then adjourned the meeting.

7:30 P.M. – REGULAR MEETING

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

Staff Present: Mark K. Reeter, Frank J. Rogers, Carl Boggess, Sheldon Cash, Mark Jordan, Mary Zirkle, Jack Jones, John Barrett, Janet Blankenship, Tim Wilson, Susan Crawford and Brigitte Petersen

(1) APPROVAL OF AGENDA

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

- Added Item: Under County Administrators Reports, Requests and Recommendations, Item #10b – Consideration of proposed personnel policy manual amendments.
- Added Item: Under County Administrators Reports, Requests and Recommendations, Item #10c – Review of Draft 2014 Virginia Association of Counties Legislative Program.
- Added Item: Under County Administrators Reports, Requests and Recommendations, Item #10d – Closed session pursuant to Sections 2.2-3711 (A) (1) for 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.

In response to a question from Supervisor Pollard, Mr. Reeter stated that for Action Item #6a, there are already two separate resolutions for the appropriations – one for the schools and one for everything else. He stated that the Board could pull out any of the items to be voted on separately if they wished.

Supervisor Cheek made a motion to approve the agenda as amended; motion passed by acclamation.

(2) FIFTEEN MINUTE CITIZEN COMMENT PERIOD

- Jackie Davis, citizen from Thaxton, addressed the Board with a prayer.
Chairman Arrington offered Mrs. Davis the Board's condolences on her recent loss of her son and daughter-in-law.

(3) APPROVAL OF CONSENT AGENDA

Mr. Mark K. Reeter, County Administrator, read the Consent Agenda for the benefit of those in attendance:

- a. Consideration from the Communications Center to submit a grant application to the Virginia Information Technologies Agency in the amount of \$2,000.00 to cover costs associated with 911 public safety communications education and training (no local match is required).
(Resolution #R101513-02)

Supervisor Thomasson made a motion to approve the Consent Agenda as presented.

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

Voting no: None

Motion passed.

(4) APPROVAL OF MINUTES

Supervisor Parker noted that on line #134, the word 'subdivision' should be changed to 'zoning'; on line #156 'one zoning district' should be clarified to read 'R1, R2 and PRD districts'.

Supervisor Parker made a motion to approve the minutes of September 23, 2013 as corrected; motion passed by acclamation.

(5) PUBLIC HEARINGS / PUBLIC APPEARANCES

(5a) Jack Jones, Jr., Fire and Rescue Chief, addressed the Board with a Proclamation in recognition of Boy Scout Andy Craig, who took action to render critical first aid to his sibling. Chief Jones attributed Mr. Craig's first aid and demeanor during the situation to his Scout training, and then read the following Proclamation:

PROCLAMATION IN RECOGNITION OF ANDY CRAIG, BOY SCOUTS OF AMERICA

WHEREAS, during a family vacation Andy Craig's sister sustained a serious and potentially catastrophic injury; and

WHEREAS, Andy Craig was the first to arrive on the scene of the injury at which time he rendered critical first aid in a manner that contained the wound, minimized additional injury and reflected care and compassion for his injured sibling; and

WHEREAS, Andy Craig's first aid skills were learned through his involvement with the Boy Scouts of America; and

WHEREAS, the Board of Supervisors recognizes the incredibly important role that entities such as the Boy Scouts of America play in the development of outstanding character and life skills such as those reflected by Andy during his sister's time of need;

NOW, THEREFORE BE IT PROCLAIMED, that the Bedford County Board of Supervisors does hereby recognize the tremendous effort and skill utilized by Andy Craig in the care of his injured sister; and

BE IT FURTHER PROCLAIMED, that the Board does hereby thank Mr. Craig for his efforts to remain calm and collected throughout the ordeal in a manner that reflects positively on his involvement in scouting.

Chairman Arrington thanked Mr. Craig and presented him with the Proclamation.

(5b) Mr. Mark Jordan, Planner, addressed the Board with a request to approve rezoning application #RZ140001 for Andrew J. Maddox, Maddox and Sons Construction, Inc.. Mr. Jordan stated this request would address both the rezoning request and the following Special Use Permit # SU140001. He stated the request would change the zoning from Office District C-1 to General Commercial District C-2 for the purpose of mini-storage warehouses and a car wash. Mr. Jordan stated the rezoning request affects

two parcels consisting of 2.76 acres identified as Tax Map Numbers 117-A-123 and #117-A-121. Mini-warehouses and car washes are currently not permitted uses in the Office District, but are permitted by right in the General Commercial District. He noted that there are two separate public hearings but for the sake of time they will be presented together; they will require separate approvals.

Mr. Jordan stated the project is located at the corner of Grant Road and Forest Road on Route 221. He displayed various maps and photographs of the property, as well as the concept plan, and noted the sections of the Zoning Ordinance and Permitted Use Table as they apply to this request. This request is not in conflict with the Comprehensive Plan, and will not have any impact on Fire and Rescue Services, schools or libraries. Mr. Jordan stated this project will require approval from VDOT due to having a commercial entrance.

Mr. Jordan concluded his presentation by stating that the Planning Commission held a public hearing on this application on August 20, 2013; there were no citizens present to speak on this request, and the Planning Commission recommended approval by a vote of 7-0. There are no proposed proffers or additional conditions.

Vice-Chairman Sharp asked how the stream remediation was being handled. Trent Warner, Warner Lang Engineering, replied that on the site the stream is not very wide, but he does have a group of specialists coming in to classify the stream so they can determine how much of it will be impacted. He knows there will need to be some adjustment to the site design.

Chairman Arrington opened the public hearing; there being no one to speak, the public hearing was closed.

Vice-Chairman Sharp made a motion to approve Ordinance #O101513-03.

WHEREAS, Andrew J. Maddox of Maddox and Son Construction, Inc., has submitted application RZ140001 to rezone 2.76 acres of property identified as Tax Map Numbers 117-A-123 and 117-A-121 from C-1, Office District to C-2, General Commercial District; and

WHEREAS, the application has been submitted in accordance with Section 30-14 of the Zoning Ordinance; and

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

WHEREAS, the Board has determined that the requested rezoning meets the goals and objectives of the Comprehensive Plan and the purposes of the Zoning Ordinance; and

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

WHEREAS, no proffers have been voluntarily offered by the applicant for acceptance by the Board of Supervisors; and

NOW, THEREFORE, BE IT ORDAINED, by the Bedford County Board of Supervisors on this the 15th day of October, 2013, that the Bedford County Zoning Ordinance be and it hereby is amended and readopted by changing the zoning district designation for 2.76 acres of property identified as Tax Map Numbers 117-A-123 and 117-A-121 from C-1, Office District to C-2, General Commercial District; and

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

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

Voting no: None

Motion passed.

(5c) There was no further discussion on this request, as Mr. Jordan had covered the details in the previous public hearing item.

Chairman Arrington opened the public hearing; there being no one to speak, the public hearing was closed.

Vice-Chairman Sharp made a motion to approve Resolution #R101513-04.

WHEREAS, Andrew J. Maddox of Maddox and Son Construction, Inc., has submitted application SU140001 requesting a Special Use Permit to construct a four bay car wash in a C-2, General Commercial zoning district identified as Tax Map Numbers 117-A-123 and 117-A-121; and

WHEREAS, the application has been submitted pursuant to Section 30-79-2 of the Zoning Ordinance, which permits a Car Wash in the C-2 zoning district after a Special Use Permit has been approved in accordance with Section 30-19 of the Zoning Ordinance; and

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

THEREFORE, BE IT RESOLVED by the Board of Supervisors that a Special Use Permit pursuant to application SU140001 be and it hereby is approved.

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

Voting no: None

Motion passed.

Vice-Chairman Sharp noted that he has been contacted by several people who wanted to see something like a park located on this property. He said he understands that, however, the County does not own this property. The owner has the right to use his property as he wishes.

(6) ACTION ITEMS

(6a) Mark Reeter, County Administrator, addressed the Board with a request for approval of a number of Supplemental Appropriation actions involving the School Board's C.I.P., Regional Radio Infrastructure, a new electrical substation and the acquisition of the Domestic Violence Shelter. Mr. Reeter noted all of these items have been before the Board in the past few months. He said he has chosen to break out the Schools request as a separate resolution, giving the Board two resolutions to approve in order to cover all the requests.

Mr. Reeter noted that the Schools request totals \$1 million for maintenance projects that have been part of the School's capital budget for this fiscal year. He stated that these projects have been reviewed by the Joint School Liaison Committee, himself, Dr. Schuch and other staff over the past few months.

Dr. Doug Schuch, School Superintendent, and Randy Hagler, the School's Chief Financial Officer, then addressed the Board regarding this request. Dr. Schuch noted that back in July the School Board had passed a resolution requesting approximately \$2.3 million in borrowed funds for two years of C.I.P. projects. Dr. Schuch stated that after review, it was decided that parceling these out in annual requests and going the cash route instead would be a better method for the County. In September, the School Board rescinded the original request and replaced it with the request for \$1 million which is before the Board this evening.

Mr. Hagler summarized the projects in the original request for various schools, which included a couple of new roofs, replacing three oil tanks, installing an elevator and air conditioning, and upgrading the stadiums at three schools.

There followed a discussion between Dr. Schuch, Mr. Hagler and the Board regarding these projects, with Mr. Hagler noting that if the \$1 million request is approved this evening, these projects will go back to the School Board to be prioritized.

Chairman Arrington noted that these projects need to be addressed, and he feels this is a very reasonable resolution. Supervisor Martin recommended that Mr. Hagler look into reimbursement funds available through the State for the clean-up and replacement of old oil tanks. Chairman Arrington noted that he is very particular about borrowing money, and it makes more sense to work on those projects which we already have the funds to support.

In response to a question from Supervisor Pollard, Dr. Schuch clarified that while the School Board originally requested \$2.3 million in their budget to the Board, they are back this evening with a lower request of \$1 million so that no funds will need to be borrowed. He noted that future projects will come before the Board as cash requests instead of borrowed funds.

Vice-Chairman Sharp made a motion to approve Resolution #R092313-11.

WHEREAS, the FY 2014 adopted budget includes \$1.0 million dollars as a Reserve for Future Needs – Schools; and

WHEREAS, this \$1 million has not been previously appropriated; and

WHEREAS, the Bedford County School Board is requesting appropriation of these funds for school maintenance projects during FY 2014; now

BE IT THEREFORE RESOLVED, that the Bedford County Board of Supervisors authorizes appropriation of the \$1.0 million Reserve for Future Needs - Schools to the School Maintenance Project Fund.

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

Voting no: None

Motion passed.

*Supervisor Thomasson commented before he voted that he wants to be sure the Schools will use this money for the projects as currently designated and not redirected towards anything else.

Mr. Reeter noted that the second resolution before the Board combines several Supplemental Appropriation actions into one resolution. The first Supplemental Appropriation is for the purchase of the Domestic Violence Shelter, which is a combination of \$80,000.00 from donations and \$207,000.00 from fund balance; the second appropriation will be in the amount of \$2,400,000.00 for an electrical substation for the New London Business and Technology Center; the third appropriation will fund Bedford's portion of the regional radio infrastructure.

Attorney Carl Boggess commented that Simplematic Automation has purchased lot 6 at New London, which will result in a credit for the County from Southside Electric. Chairman Arrington and Supervisor Thomasson commented that getting businesses in this park would be beneficial to the County.

Supervisor Martin asked if the portion of the resolution regarding funding for the regional radio infrastructure could be removed; he wanted to review it further to see whether or not it is actually beneficial to the County's taxpayers.

Mr. Christie, Region 2000, addressed the Board regarding this funding. He noted that the Radio Board has asked all three participating regions for funding for this project, for a total of \$700,000.00. Mr. Christie stated the other two jurisdictions have agreed to this (with funds from their current budget instead of borrowing), noting that this is an 'all-or-nothing' proposal. All three counties must participate or the project will not move forward.

Attorney Boggess stated the Board had already taken action on this in December 2011 by signing the contract, which we are obligated to as long as there is debt unless both Lynchburg and Amherst agree to let Bedford out.

In response to a question from Supervisor Martin, Mr. Christie stated the additional funds are needed due to unexpected expenses for both tower rental and upgrades. There followed a brief discussion between Mr. Christie, Attorney Boggess, and members of the Board regarding funding for the

infrastructure. Mr. Reeter noted that the County is hitting its undesignated reserve funds fairly heavily with this resolution.

Vice-Chairman Sharp made a motion to approve Resolution #R092313-12.

Supervisor Martin asked if the three items could be voted on separately, since he is supportive of some of the items, but not all of them (he was not in favor of supporting the funding for the Regional Radio Infrastructure). He said he didn't want it to look like he was against everything being voted on. Attorney Boggess asked Supervisor Martin if he wanted to amend Vice-Chairman's motion; Supervisor Martin concurred.

Supervisor Martin made a motion to amend Vice-Chairman Sharp's resolution by voting on each appropriation in Resolution #R101513-12 separately.

Voting yes: Mr. Martin and Mr. Thomasson

Voting no: Mr. Cheek, Mr. Sharp, Mr. Arrington, Mrs. Pollard and Mrs. Parker

Motion failed.

The motion to vote on this resolution as three separate items failed; the Board then reverted back to Vice-Chairman Sharp's original motion.

Vice-Chairman Sharp made a motion to approve Resolution #R092313-12.

WHEREAS, the Board has previously discussed and/or taken action involving the above items; and

WHEREAS, the purchase of the Domestic Violence Shelter will be funded with \$80,000 of donations and \$207,000 of fund balance; and

WHEREAS, the construction of the Electrical Substation at the New London Business & Technology Center (NLBTC) will be funded with current CIP appropriations to the NLBTC plus \$2,400,000 of fund balance with the understanding that any credits Southside Electric Cooperative grants through 2017 will be given to the County, and

WHEREAS, the additional funding for the Regional Radio Infrastructure will be funded up to \$300,000 from fund balance.

WHEREAS, funding for these projects has not been appropriated; now

BE IT THEREFORE RESOLVED, that the Bedford County Board of Supervisors appropriates funding for the above projects as follows:

Capital Projects Fund		
Domestic Violence Shelter		
Donations		\$ 80,000
Fund Balance		207,000
NLBTC Electrical Substation		2,400,000
Regional Radio Infrastructure		300,000

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

Voting no: Mr. Martin

Motion passed.

(6b) Jack Jones, Chief of Fire and Rescue, addressed the Board with a request to appropriate funds for the purchase of an ambulance. Chief Jones stated that the funds he is requesting have come from the fee-for-service program, as was planned years ago when fee-for-service was initiated. He said this way improvements, supplemental staffing and equipment needs do not always need to come out of General Fund dollars. Chief Jones noted that while the County has been able to get grants (or partial grants) for ambulances in the past, you can only go to that well so many times. He said there are four medic units that are currently in service and they are in constant use. The County needs to have six units – five in service and one as a dedicated spare. Currently, when a spare is needed it is borrowed from a volunteer agency. While this is a good use of resources, borrowing has its own issues. He said they’ve looked at a variety of solutions for this (including leasing), and purchasing an additional ambulance with the fee-for-service funds is the best solution. He also noted it will also save wear and tear on the volunteer agencies vehicles by the career staff.

In response to a question from Supervisor Thomasson, Chief Jones explained a portion of the fee-for-service funds go to volunteer agencies, a portion goes to the length-of-service award program, a portion goes to the computer system that gathers chart information and a portion goes to future system enhancements. He noted that ‘future enhancements’ is where the funds for this request would come from. Supervisor Thomasson asked if a short-term lease would be available for this type of medical unit. Chief Jones responded that while this is possible, the County’s ambulances tend to have high mileage and high use, making leasing impractical.

In response to a question from Supervisor Pollard, Chief Jones said he believes his department last applied for a grant six months ago. Supervisor Pollard asked what was being done to get the volunteers new ambulances. Chief Jones noted that this is a separate issue from the request before the Board this evening.

Supervisor Pollard stated that if the County purchases new units, she thought they would have been shared with the volunteers. She said that there was an incident over this past weekend, during which only two Montvale units could respond because the third Montvale crew could not access the third unit in the station because the door was locked. Supervisor Pollard noted that this was a County-owned vehicle. She said it was originally thought seven people were trapped beneath a truck, but it turned out that only two people were trapped and later transported by the crews, so the third truck was not needed after all. She said the volunteers recently had to repair a unit at their own cost, when the cost should have been shared since both the volunteers and career staff use the unit. Supervisor Pollard asked if Chief Jones could explain why a vehicle door in Montvale was locked.

Chief Jones stated there are a number of pieces to this; at first it was thought the ambulance may have been needed that night, but it turns out this was not the case. He stated that they needed to be careful and stick to the facts, because as the tales are told they get very emotional and impassioned. Supervisor Pollard asked if Chief Jones thought that three units should have been able to respond since it was originally believed that seven people had been injured. Chief Jones replied that the unit should not have been locked; he said he spoke this morning to the Captain at Montvale and has apologized on behalf of his staff for the locked door.

In response to a question from Vice-Chairman Sharp, Chief Jones stated that a written policy will be going out to address this matter. He said there are always multiple sides to any story; whether the keys weren't where they should have been, whether someone didn't in fact know where the keys were, or whether someone did in fact have access to them, are all things that will be addressed. He said the reality is that the vehicle was not needed, and also that the unit should not have been locked.

Supervisor Pollard said that it wasn't needed after the fact, but when the call came out it was thought it was needed. She asked that this issue be referred to the Fire and Rescue Committee for a plan and some rules, which she said she has been requesting for two years. She said this is creating hard feelings between the volunteers and the paid staff, both of whom she appreciates and knows we need. She said we cannot afford to lose volunteers.

Chief Jones stated he agreed with Supervisor Pollard. The volunteers are precious, and this is a delicate balance. He said we have to look at which agencies are getting the work done in a fair and balanced manner. Chief Jones noted that Fire and Rescue does have policies and procedures in place, and as well as a master study that was embraced by the Board years ago. He stated Fire & Rescue does try to meet the benchmarks set forth in the master study, as well as meeting annually with the Board to solicit input during work sessions, and working with the Fire and Rescue Committee as best they can. Chief Jones said there are a number of issues involving membership and participation which have been looked at in committee and Board work sessions, and they continue to work through it. He said he agrees that they need to be further down the road so when they are faced with issues such as this the response doesn't seem arbitrary, malicious or one-sided. Chief Jones noted that the Supervisors are in a difficult position

because they are being fed information from several pieces. Supervisor Pollard said that this is exactly what she is asking for – she wants to see some rules and regulations, which she stated she hasn't seen since she's been on the Board. Chief Jones stated she had seen this information in various forms, including in the master study. Supervisor Pollard stated that it is piece-meal, but she needs to see a plan.

Vice-Chairman Sharp noted that these funds were collected from fee-for-services, and not from the funds that were appropriated for the Fire Division earlier this year; Chief Jones concurred. Vice-Chairman Sharp said it seemed the primary goal for this request was to avoid paid staff adding wear and tear to the volunteer-acquired ambulances; Chief Jones concurred. Vice-Chairman Sharp stated that up until now, volunteers have allowed paid staff to use their equipment, so he assumes that this ambulance being requested this evening would be available to the volunteers if a situation warranted its use; Chief Jones concurred. He noted that the County frequently absorbs maintenance costs associated with volunteer units since the career staff use the units as well. Supervisor Pollard said the paid staff ambulance at Montvale was obtained with a grant, so the Montvale volunteers withdrew their grant (that they would have gotten that year) at Chief Jones request. She said volunteers were told they would be able to use the staff ambulance, so it's hard to understand why the door was locked so they couldn't use it. Chief Jones said caution needed to be used when saying they would have gotten the grant, because we don't know that for certain. He said that as we go forward, it's important to remember that it's been a successful partnership for a number of years with the facility and that vehicle to take the burden off of that agency. At the end of the day, it's important to be as respectful as possible to the people that are working there. He reiterated that the door should not have been locked.

Supervisor Parker asked how many volunteer station bays house County vehicles. Chief Jones responded that there are four. She stated that in those situations where volunteers and paid staff are operating out of the same building, it seems that there should be a policy in place stating there are no locked doors. She asked that, moving forward, a protocol be in place stating that there is no such thing as a locked vehicle so both paid and volunteer staff can use them. Chief Jones stated he is in complete agreement and he is already working to formalize the policy.

Supervisor Pollard asked if it was customary to leave the keys in the vehicles; Chief Jones replied that is the tradition. Supervisor Thomasson asked if the policy Chief Jones is putting in place will be a reciprocating policy between volunteers and staff; Chief Jones replied in the affirmative. He clarified that there are situations where some groups are specifically asked not to use a truck, and this will also need to be a component in the policy. Chief Jones said there are a lot of pieces to this that will need to be addressed. Supervisor Thomasson said there needs to be an open door policy for both volunteer and paid staff so the vehicles are ready to respond when needed; Chief Jones concurred.

Supervisor Pollard made a motion to refer this request to the Fire and Rescue Committee to come up with rules and procedures so we know who has use of the vehicles.

Vice-Chairman Sharp said that, as a member of the Fire and Rescue Committee, he has heard enough tonight. He said that Chief Jones is in agreement that going forward, this issue that occurred should not happen in the future and that he is working on a policy for that. Vice-Chairman Sharp noted that this new vehicle is going to alleviate the wear and tear on volunteer vehicles. He doesn't feel the issue needs further discussion in committee.

Chairman Arrington asked the Board if they were comfortable moving for with this request this evening; the Board concurred, with Supervisor Parker noting the issue of being sure doors are not locked can be addressed with a policy later in committee. Supervisor Pollard wanted to wait on this request for ambulance funding until the policy was discussed in committee.

Chairman Arrington granted Captain John Singer of the Moneta Volunteer Rescue Squad permission to speak. Captain Singer said that the impression is being given that the Fire and Rescue Office and the volunteers are totally against each other, but this is not the case. He said he has been a volunteer for years, and the volunteers and staff work great together. Captain Singer said things aren't perfect, and commented that if he had needed an ambulance that had a locked door, he'd have broken the glass out; he said he has no doubt this will be addressed. However, there were a lot of other ambulances headed to the scene Supervisor Pollard spoke of; it wasn't just two from Montvale. He said there was coverage from all over the area, and he hates to see anyone get beat up over one little item. Captain Singer said he hopes they get the new ambulance because they borrow Moneta's truck a lot (which he is fine with), but they have a truck that breaks down a lot. He said he just didn't want the Board to go home tonight thinking there was a terrible relationship between staff and the volunteers. He stated the relationship with the volunteers is moving forward all the time in this County.

Supervisor Pollard called for the question; there was a motion on the floor. Chairman Arrington stated that there was a motion to refer this issue to the Fire and Rescue Committee by Supervisor Pollard.

Voting yes: Mrs. Pollard

**Voting no: Mr. Thomasson, Mr. Martin, Mr. Cheek, Mr. Sharp, Mr. Arrington,
and Mrs. Parker**

Motion failed.

Vice-Chairman Sharp made a motion to approve Resolution #R101513-08.

WHEREAS, it is requested that the Board of Supervisors authorize an appropriation of \$257,000 from EMS Reserve For Future Funds to CIP – Emergency Apparatus to purchase a new ambulance and equipment to outfit the ambulance; and now

THEREFORE, BE IT RESOLVED, the Board of Supervisors authorizes an appropriation of \$257,000 from EMS Reserve For Future Funds to CIP – Emergency Apparatus to purchase a new ambulance and equipment to outfit the ambulance.

Voting yes: Mr. Thomasson, Mr. Martin, Mr. Cheek, Mr. Sharp, Mr. Arrington,

and Mrs. Parker

Voting no: Mrs. Pollard

Motion passed.

Chairman Arrington asked if he heard Chief Jones correctly when he said some of the ambulances stay on the road 24/7. Chief Jones stated that the crew that is assigned to the medic unit work 24 hour shifts, 7 days a week. The Montvale crew works Monday through Friday, from 6:00 am to 6:00 p.m.

Vickie Elmore, Captain of the Montvale Squad, said Montvale has been very supportive of the paid staff for quite some time. She said she had been told previously by another crew member that the door had been locked in the past. She said that when she found the door was locked, she called County 10, who in turn called Janet Blankenship, who in turn called her. She was told that no one was aware that the truck had been getting locked up for the past eight months, and that she did not know where the key was at. Captain Elmore said there was no excuse for the truck to be locked at any time. She said County 10 arrived, pulled a key from behind a locker, used the key to unlock a cabinet and got the key to the truck, which she feels indicates this wasn't a mistake. She said she feels this was an intentional act. Captain Elmore said that she supports career staff as they are badly needed, but they need to know that they need volunteers, too. She feels the trust has been broken, so she has met with Chief Jones and as of Friday the paid staff truck is being asked to leave. Captain Elmore said if the volunteers cannot be trusted to use that truck if necessary, then it doesn't need to be in the volunteer's building. She noted that they have only used the truck once.

Vice-Chairman Sharp thanked Captain Elmore for her comments, and asked Chief Jones if he was aware the career staff truck was going to be moved. Chief Jones responded in the affirmative, and said it was part of a much bigger picture. He stated that at a meeting a few months ago, which Supervisor Pollard attended, it was noted that the bulk of the work this truck was used for was in the greater Bedford/Thaxton area. However, due to the working relationship between the volunteers and the staff at that time, he chose not to move the truck based solely on the usage information in order to be sensitive to the volunteer/staff partnership. It was decided this morning when Captain Elmore met with Chief Jones that the best thing would now be to move the truck to the area where it is most frequently utilized.

Vice-Chairman Sharp apologized for Chief Jones being put on the spot, but said that there needs to be some effort put forth to repair relations and the broken trust. Chief Jones said he had no knowledge that it had gone on for a period of time; he only knows of this one incidence, and it is being addressed. Supervisor Pollard asked who the key was being hidden from, since the doors have punch codes and the keys are supposed to be left in the truck – it had to be hidden from the volunteers.

Chairman Arrington stated he looked forward to the policy that will come from the Fire and Rescue collaboration with volunteer agencies. Chief Jones stated he and Captain Elmore have worked well in the past, and there is a lot of good happening right now.

(6c) Wyatt Woody, Interim Director of Parks and Recreation, addressed the Board with a request for approval to purchase playground equipment for the Montvale Park out of funds that were appropriated for the park earlier in the year. He noted that he did not have to bid out this project, as it was already fully vetted and bid through US Communities, which is a national organization of government purchasers. Frank Rogers, Deputy County Administrator, commented that US Communities contracts allows other localities to piggy-back for goods and services at competitively bid prices and terms; this is an efficient and effective way to get purchasing done more quickly for a lower cost.

Supervisor Pollard made a motion to approve Resolution #R101513-09.

WHEREAS, the Bedford County Board of Supervisors, has an interest in the development of the Montvale Park; and

WHEREAS, funds have been appropriated to continue the development of the park as a recreational amenity and resource for the community; and

WHEREAS, the park plan calls for the installation of certain playground amenities to include play equipment, a tot lot and swings; and

WHEREAS, sufficient funds have been appropriated for this purpose;

NOW THEREFORE, BE IT RESOLVED, that the Bedford County Board of Supervisors does hereby authorize the purchase of playground equipment for Montvale Park in an amount not to exceed \$57,482.04.

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

Voting no: None

Motion passed.

Supervisor Pollard asked if the minimum bid for the walking track at Montvale Park would still have to come before the Board for approval if it comes in over \$30,000.00. She said she knows this is the Board's policy for purchases over \$30,000.00, but asked if this rule could be suspended for the Park. Mr. Rogers noted that bids have been solicited for the walking trail, but staff has not yet heard back from anyone. Attorney Boggess noted that a resolution to raise the minimum to \$50,000.00 before needing Board approval is going to be presented to the Board at the next meeting; he said until that change is made, staff has to follow the rules and bring anything over \$30,000.00 back before the entire Board for approval. Supervisor Pollard asked if the rules could be suspended for this one item; Attorney Boggess said it would be up to the Board to make that motion, and that if it was added to tonight's agenda it would need to be by unanimous consent. Supervisor Thomasson said that he felt they should wait the two weeks to get the bids in, thereby defeating Supervisor Pollard's request to add it to this evening's agenda.

(6d) Sheldon Cash, Director of Public Works, addressed the Board for approval to issue a Request for Proposals for Solid Waste Engineering and Consulting services. Mr. Cash briefly outlined the services this request was needed for, including environmental issues, permitting, planning, site expansions and improvements. He said they will also look at potential revenue from landfill gas generated in the landfill.

Supervisor Thomasson made a motion to approve Resolution #101513-05.

WHEREAS, Bedford County owns and operates the Bedford County Landfill, and

WHEREAS, engineering and consultant services are needed for future permitting, planning, expansions, and improvements, and

WHEREAS, staff has developed an RFP for procuring these services, and now

THEREFORE, BE IT RESOLVED, that the Bedford County Board of Supervisors authorizes staff to issue an RFP for Solid Waste Engineering & Consulting Services.

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

Voting no: None

Motion passed.

(6e) Tim Wilson, Director of Community Development, addressed the Board with a request for approval of an initiating resolution of Board-proposed amendments to the Comprehensive Plan. Mr. Wilson stated that the Voluntary Settlement Agreement resulting from the Town's reversion required both the Town and the County to amend their land use ordinances and Comprehensive Plans. Certain changes stipulated in the Agreement were already made and took effect on July 1, 2013. Before the Board this evening is the resolution to formally amend the Comprehensive Plan as specified in the Agreement.

Supervisor Thomasson made a motion to approve Resolution #101513-06.

WHEREAS, the Bedford County Board of Supervisors on June 25, 2007 lawfully adopted the *Bedford County 2025 Comprehensive Plan* in accordance with Section 15.2-2223 of the Code of Virginia, 1950, as amended; and

WHEREAS, the City of Bedford and the County of Bedford, as authorized by Section 15.2-3400 of the Code of Virginia, 1950, as amended, entered into a modified version of the Original Voluntary Settlement Agreement dated August 14, 2012 pertaining to the reversion of the City of Bedford from the status of a city form of government to a town form of government; and

WHEREAS, by Order entered on December 18, 2012, the Special Court affirmed and validated the aforementioned Agreement entered into by the City and the County pursuant to Section 15.2-3400(5) of the Code of Virginia, 1950, as amended; and

WHEREAS, Article VII "Economic Development and Growth Management Area" of said Agreement, specially Section 7.1 B, mandates that within six months after the July 1, 2013 effective date of town status of the new Town of Bedford, that both the County and the Town shall incorporate into

their respective comprehensive plans the provisions of this Agreement pertaining to the Phase II and Phase III Boundary Adjustment Areas as designated on the “Growth Management Areas” map contained in the Agreement;

NOW, THEREFORE, BE IT RESOLVED, that for the reasons stated above, and as authorized by and in accordance with Section 15.2-2229 of the Code of Virginia, 1950, as amended, the Bedford County Board of Supervisors does hereby initiate amendment to the *Bedford County 2025 Comprehensive Plan* to add a new Chapter 15 entitled “Bedford City/Town Reversion” as prepared and submitted to the Board of Supervisors by the Bedford County Planning Commission for the Board’s consideration in this matter, a copy of which is attached and adopted as part of this initiating Resolution.

BE IT FURTHER RESOLVED, that this proposed amendment to the county comprehensive plan be referred to the Planning Commission for formal review and adoption recommendation and that both the Planning Commission and Board of Supervisors schedule and conduct a public hearing on this proposed comprehensive plan amendment in accordance with all procedural and public notification requirements as prescribed by local ordinance and state statute.

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

Voting no: None

Motion passed.

(6f) Tim Wilson, Director of Community Development, addressed the Board with a request for approval of an initiating resolution of Board-proposed amendments to the Sub-Division Ordinance and Zoning Ordinance. Mr. Wilson stated that this resolution is part of the Board’s ongoing efforts to get the Ordinances up-to-date and make it an easier document to understand, administer and enforce. The request before the Board this evening is the result of the Board’s discussion during their work session on September 23, which focused on how the Sub-division Ordinance treats private streets, as well as amending the parking requirements, signage, short terms rentals and the permitting of manufactured homes in residential districts in the Zoning Ordinance.

In response to a question from Supervisor Parker, Mr. Wilson stated that this would come before the Board for final approval at their December 9 meeting.

Supervisor Cheek made a motion to approve Resolution #101513-07.

WHEREAS, it is the value of the Board of Supervisors that the regulations, administration, and permitting processes of the County’s land use and development ordinances all be established in such manner as to minimize costs and to maximize timeliness and convenience, and that the regulations of these ordinances be no more than required to advance identifiable public purposes; and

WHEREAS, the Board of Supervisors continues to solicit public input, confer with county staff, and consult with the Bedford County Planning Commission in the review and revision of the County’s

land use ordinances and procedures, with the most recent being a work session with county staff held on September 23, 2013; and

WHEREAS, there was discussion and consensus by the Board at the aforementioned work session on amendment to Article 8, *Waivers and Appeals* of the Bedford County Subdivision Ordinance to provide the Board of Supervisors with the authority to grant waivers for the use of private streets in proposed subdivisions under specific circumstances and pursuant to additional permitting standards; and

WHEREAS, there was also consensus to formally consider amending multiple provisions of the Bedford County Zoning Ordinance including (1) the amendment of Section 30-91, *Off Street Parking, Stacking, and Loading* to provide for a shorter and more generic listing of minimum parking requirements by use that would additionally provide the zoning administrator with authority to waive or modify general parking requirements on a case-by-case basis, and to further lessen or rescind other select general parking criteria, specifications and limitations, (2) to rescind the entirety of Section 30-77-6(a) *Site Development Regulations, Signage* required by the Corridor Overlay District, (3) to rescind the entirety of Section 30-100-18, *Short-term Rentals*, (4) to rescind the entirety of Section 30-100-12, *Table of metric equivalents*, and (5) to modify *Manufactured Home* Section 30-82-7(C)(1)(c), and *Manufactured Home, Class A* Section 30-82-9(C)(1)(c), to specify that the existing subdivision boundary or 1,500 feet encompassing area boundary standard used in the permitting of manufactured homes in select residential zoning districts shall remain constant and cannot be expanded by virtue of new subdivision or new manufactured home development.

NOW, THEREFORE, BE IT RESOLVED, that in the furtherance of promoting the public necessity, convenience, general welfare, and for good zoning practice the Bedford County Board of Supervisors hereby initiates amendments to the regulations of the Bedford County Subdivision Ordinance and Bedford County Zoning Ordinance as described in this Resolution and instructs staff to draft the necessary ordinance language in accordance with this action.

BE IT FURTHER RESOLVED, that these proposed amendments be referred to the Planning Commission for review and recommendation to be forwarded to the Board of Supervisors for final consideration and action in accordance with all procedural and public notification requirements as prescribed by local ordinance and state statute.

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

Voting no: None

Motion passed.

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

Supervisor Parker stated that when voter registration cards were sent out, there were several areas in District 7 that were supposed to still be able to vote at Liberty High School, which is where they have

voted for years. She has had a couple of complaints that some voters will now have to go twice as far to vote, and asked that this issued be rectified with the Registrar. Supervisor Parker stated she knows this cannot be fixed in time for the upcoming election, but would like to see it fixed thereafter. Attorney Boggess said this was supposed to be corrected in February, but somehow it did not make it into the last prescient update. He said this will be addressed in January or February of 2014.

Vice-Chairman Sharp stated engineers have looked at the Ivy Lake Dam situation (based on an interview he heard with Jerry Falwell on the radio) and they may have come up with a less expensive solution.

Chairman Arrington stated that he has spoken to the County Attorney regarding the concealed carry permit for attendants at County convenience sites. He said there is a level of concern because the sites open and close in the dark, and said there may be a policy change coming before the Board in the future. Attorney Boggess said that currently a weapon can be kept locked in the staff member's vehicle. Supervisor Thomasson said he feels the attendants should be able to defend themselves; the rest of the Board concurred. Attorney Boggess said it's a policy that staff cannot carry concealed weapons or open carry; the Board concurred there should be a policy change and asked Attorney Boggess to review the policy.

(7a) The Board was given a copy of the Library Board meeting minutes from September 3, 2013 for review.

(7b) The Board was given a copy of the Planning Commission meeting minutes from August 20, 2013 for review.

(7c) The Board was given a copy of the Communication report for September 2013 for review.

(7d) The Board was given a copy of the Fire Prevention Week notice for review.

(7e) The Board was given a memo regarding expenditures and performance results achieved by the Southern Virginia Internet Crimes Against Children Task Force for review.

(7f) The Board was given information regarding the Census of the area incorporated into Town for review.

(7g) The Board was given a copy of the Solid Waste Departments compliance inspection results.

(7h) The Board was given a copy of the application for amendment of order approving non-project use of project lands and water (to increase withdrawals of water from Smith Mountain Lake) for review.

(7i) The Board was given a list of VDOT's Fall Transportation meetings.

(7j) The Board was given a copy of the Dam Alternate Permit Application from the Lake Vista Property Owners Association.

(8) APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

No appointments were made during this meeting.

(9) COUNTY ATTORNEY REPORTS, REQUESTS AND RECOMMENDATIONS

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

(10a) Mr. Reeter noted that there will not be a Board retreat in October due to scheduling conflicts. He proposed rescheduling for sometime on a Saturday in January, either the 11th or the 18th. Supervisor Martin asked if the retreat could not be held during the week. Chairman Arrington said there will be further discussion on scheduling this at a later meeting. He asked that the Supervisors consider topics for the retreat and let him know their preferences. Chairman Arrington asked Mr. Reeter to email a current copy of the Board's legislative priorities to the Board.

(10b) Mr. Reeter submitted for the Board's approval changes to the County's personnel policy manual for the purposes of clarifying the language as noted in the resolution below.

Supervisor Thomasson made a motion to approve Resolution #R101513-14.

WHEREAS, the County Administrator has submitted certain proposed amendments to sections of Chapter 3, Compensation, of the Bedford County Personnel Manual; and

WHEREAS, the Board of Supervisors has reviewed same and determined them to be in the best interest of effective personnel administration;

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board hereby approves and amends sections of Chapter 3 of the Bedford County Personnel Manual as attached hereto effective immediately.

3-3 Employee Transfers & Re-assignments

The County retains complete managerial discretion to determine both the location and place for the conduct of business and position assignments of each employee. Employees may be transferred and/or re-assigned, from one position to another and from one location to another as may be determined by the County Administrator. The County Administrator may delegate reassignment authority to department heads to make specific personnel, organizational and/or programmatic changes within their respective departments, or may exercise both transfer and re-assignment authority unilaterally. The exercise of such authority by County management is not subject to grievance under Chapter 7 of this manual.

For the purposes of this section, "transfer" is defined as the placement of a current County employee of one department into another position within a different department. "Re-assigned" is defined as the placement of a current County employee into another, different position within the same department (not necessarily within the same departmental division).

3-3.1 Temporary Transfers & Re-assignments

Temporary transfers and re-assignments may occur as organizational circumstances dictate as determined by the County Administrator. Usually temporary transfers will not last longer than six (6) months, but may be extended an additional six (6) months with the approval of the County Administrator. When temporarily transferred or re-assigned, an employee shall be maintained at their present pay grade compensation if transferred/re-assigned to a lower pay grade position; likewise an employee's compensation shall be temporarily increased to the minimum pay grade level of a higher pay grade position. In the event that an employee would be reduced in compensation by a temporary transfer/reassignment to a higher pay grade position, the County Administrator may temporarily increase the employee's compensation by up to fifteen (15%) percent in recognition of the assumption of additional responsibilities.

3-3.2 Internal Applicants

The County shall consistently seek the best qualified applicants to fill all positions through an open, competitive hiring process. As positions become available, either through vacancies in existing positions or by creation of new positions, current employees may apply for same in the manner as all other non-employees. No special consideration or advantage will be afforded current employees (internal applicants) in this regard; however, the County will take into account an employee's qualifications, experience and past performance within the organization in the same manner as it evaluates all non-employee applicants.

Department heads at their discretion may reduce or waive probationary employment period requirements for successful internal applicants provided the employee satisfactorily completed the probationary employment period requirements in their previous position. Internal applicants not having fully and satisfactorily completed their probationary employment period in their previous position shall begin a new, full period of probationary employment. Internal applicants shall be advised of probationary employment requirements prior to offer of the position. An internal applicant may only be considered for one (1) open position prior to completing a probationary employment period.

3-3.3 Reserved

3-3.4 Compensation of Transferred or Re-Assigned Employees

Pay for transferred or re-assigned employees will be handled as follows:

- A. Employees transferred or reassigned and to a position within the same pay grade will continue to receive their existing rate of pay.
- B. Employees transferred or reassigned to a position at a lower grade shall be paid within the pay grade of the new position, commencing with their start date in the new position. As a guideline, the compensation of employees so transferred or re-assigned may be initially set in the lower pay grade range relative to their current compensation in the higher grade range, but generally at a point not to

exceed two-thirds (66%) of the lower grade's range.

- C. Employees transferring or re-assigned to a position with a higher pay grade shall get the minimum of that grade. It will be at the discretion of the County Administrator to give the whole increase at once or to gradually increase the employee over the span of a specific time period. This may be done if the employee is increasing several grades.

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

Voting no: None

Motion passed.

(10c) Mr. Reeter noted the inclusion of VACo's 2014 Legislative Program in this meeting's agenda packet for the Board's review. He commented that the draft included language on dam safety standards and volunteer EMS training, which are similar to the Board's recently stated concerns. He asked that the Board forward any of their other legislative proprieties to him for discussion at the upcoming meeting.

(10d) **Supervisor Thomasson made a motion to go into Closed Session** pursuant to Sections 2.2-3711 (A) (1) for 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.

Motion passed by acclamation.

Vice-Chairman Sharp made a motion to go back into regular session; motion passed by acclamation.

WHEREAS, the Bedford County Board of Supervisors has convened a Closed Meeting on this the 15th day of October 2013, 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 on this 15th day of October 2013, 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.

MEMBERS:

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

VOTE:

Yes
Yes
Yes
Yes
Yes
Yes
Yes

(11) PENDING MATTERS

(11a) Mr. Reeter noted that the VACo conference decision deadline is October 23, 2013.

(11b) Mr. Reeter noted that the swearing-in ceremony, and following reception, will be held on December 20 at 9:00 a.m. at the Courthouse.

(12) UPCOMING MEETINGS

Chairman Arrington noted the Board's upcoming meetings on October 28, which is a regular meeting at 7:30 p.m.; November 13 (*Wednesday*), which is a Joint Meeting with the Planning Commission at 7:30 p.m. (work session at 5:00 p.m.); November 25, which is a regular meeting at 7:30 p.m. (work session at 5:00 p.m.); and December 9 which is a regular meeting at 7:30 p.m. (work session at 5:00 p.m.).

Supervisor Cheek and Vice-Chairman Sharp made a motion to adjourn the meeting; motion passed by acclamation at 11:23 p.m.