



## CHANGES TO THE AGENDA FOR February 25, 2013

- **ADDITIONAL DOCUMENTATION:** Under Public Appearances, #5a, Proclamation for Girl Scout Week
- **ADDITION:** Under Consent Agenda, #3b, Regional Library Initiative (Interim Director)
- **ADDITIONAL DOCUMENTATION:** Under Action Items, #6a, contract awards for mowing and lawn care maintenance.
- **ADDITIONAL DOCUMENTATION:** Under Action Items, #6b, resolution to go into Closed Session (litigation).
- **ADDITION:** Under Action Items, #6d - School Board Re-Appropriation Request
- **ADDITION:** Under Action Items, #6e - Authorization to issue a Request for Proposals for appraisal services (reassessments).



CONSENT #3b

## MEMORANDUM

TO: Board of Supervisors

FROM: Frank J. Rogers, Interim County Administrator

DATE: February 21, 2013

SUBJECT: Regional Library Initiative

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During the Board's February 11<sup>th</sup> work session, the Board received a report from Mrs. Peggy Bias and Mr. Bob White as to the status of the regional library evaluation. In summary, the Board was asked if it supported the hiring of an interim Library Director. This individual would serve as the director of the Lynchburg and Bedford systems—both of which have retiring directors, until such time as the regional library concept is fully vetted.

Prior to concluding the work session, the Chair polled members of the Board. While not unanimous, it was clearly the consensus of the Board to proceed with the Interim Director as proposed. As no formal action can be taken at a work session, the attached resolution will serve to officially record that direction from the Board.

FJR/



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 25<sup>th</sup> day of February 2012, beginning at 7:30 p.m.

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MEMBERS:

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

VOTE:

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**A RESOLUTION AUTHORIZING AN INTERIM LIBRARY DIRECTOR**

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

**WHEREAS**, on February 11<sup>th</sup>, 2012 a majority of the Board concurred with a request from the Library Director and Library Board that an interim Library Director be hired until such time as the regional library concept can be fully assessed; and

**WHEREAS**, the interim Director will serve as the Director for both the Lynchburg and Bedford systems upon the retirement of the Directors in each of those library systems; and

**WHEREAS**, the Interim Director is intended to serve until completion of the regional library assessment; and

**WHEREAS**, during a work session, no formal action can be taken, but it was clearly the consensus of a majority of the Board to proceed with the interim Director as proposed;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors does hereby concur with the recommendation to hire an interim Library Director for the Bedford and Lynchburg library systems, pending the outcomes of the regional library study.



**PROCLAMATION IN RECOGNITION OF  
GIRL SCOUT WEEK 2013**

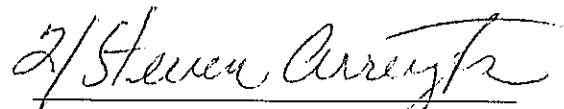
**WHEREAS**, March 12, 2013 marks the 101<sup>st</sup> anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and

**WHEREAS**, throughout its long and distinguished history, Girl Scouting has inspired millions of girls and women with the highest ideals of character, conduct, and patriotism; and

**WHEREAS**, through Girl Scouting, girls gain courage, confidence and character who make their local communities and the world a better place; and

**WHEREAS**, more than 3.2 million current Girl Scout members nationwide will be celebrating 101 years of this American tradition, with nearly 60 million women who are former Girl Scouts and living proof of the impact of this amazing Movement;

**NOW, THEREFORE BE IT PROCLAIMED**, that the Bedford County Board of Supervisors does hereby proclaim the week of March 10-16, 2013 as Girl Scout Week

  
Steve Arrington, Chairman  
Bedford County Board of Supervisors



Action Item # 6a

## MEMORANDUM

**TO:** Board of Supervisors  
**THROUGH:** Frank Rogers, Interim County Administrator *FR*  
**FROM:** Brigitte Petersen, Procurement  
**DATE:** February 22, 2013  
**SUBJECT:** Parks and Recreation—Mowing Contracts

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An Invitation to Bid for Mowing Services was issued on January 13, 2013; the ITB was advertised in 3 newspapers and sent via postal service to contractors who had previously requested to be included in bid opportunities for mowing.

A mandatory pre-bid meeting was held on January 25, 2013 at the former Nursing Home building with the option to tour the locations related to the bid afterward if desired by potential bidders.

On February 1, 2013 there was a public bid opening for this ITB, resulting in four contractors winning the bids on various zones. Staff is now seeking approval from the Board to award the contracts at the regular meeting on February 25, 2013.

Staff is available to answer any questions you may have.



Resolution # R0213-021

At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 25<sup>th</sup> day of February 2013, beginning at 7:30 p.m.

MEMBERS:

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

VOTE:

On motion of \_\_\_\_\_, which carried by a vote of \_\_\_\_\_, the following resolution was adopted:

**RESOLUTION TO AWARD MOWING CONTRACTS FOR THE 2013 SEASON**

**WHEREAS**, the Bedford County Department of Parks and Recreation has determined a more cost-effective and fair process for awarding contracts for landscape maintenance was necessary for numerous County properties; and

**WHEREAS**, a Request for Proposals was issued on January 13, 2013, resulting in 8 bid submissions at the public bid opening on February 1, 2013; now

**THEREFORE, BE IT RESOLVED**, that the Board of Supervisors gives its approval for the Bedford County Parks and Recreation Department to award contracts for landscape maintenance for the 2013 season to the following contractors:

- J-Bird Lawncare – Zone One (Sedalia, Big Island Elm., Georgia Pacific & Boonsboro Ruritan)
- RC Lawncare – Zone Two (FYAA), Zone Three (Huddleston Elm., Huddleston Ruritan, Moneta Elementary) and Zone Four (Old Montvale School, Montvale Rec.)
- Perfection Cut – Zone Five (Montvale Industrial – EDA)
- Affordable Lawn Care – Zone Six (Goodview Elementary and Stewartsville Rec.)

Action Item #66

Supervisor \_\_\_\_\_ made a motion to go into pursuant to Section 2.2-3711 (A) (7) for consultation with legal couns actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, specifically negotiations with American Power Company related to its licensure with the Federal Energy Regulatory Commission.

Voting yes:  
Voting no:

Supervisor \_\_\_\_\_ made a motion to go back into regular session.

Voting yes:  
Voting no:

Whereas, the Bedford County Board of Supervisors has convened a Closed Meeting on this the 25<sup>th</sup> day of February 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 the 25<sup>th</sup> day of February 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:



*Account #60*

## MEMORANDUM

**TO:** Board of Supervisors  
**THROUGH:** Frank J. Rogers, Interim County Administrator  
**FROM:** Susan Crawford, Director of Fiscal Management *Susan*  
**DATE:** February 20, 2013  
**SUBJECT:** School Board Re-appropriation Request

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Attached is an appropriation request from the School Board. I have reviewed the request, noting agreement of the facts as stated. Randy Hagler, School Board CFO, will be at the meeting to answer any questions you may have.





At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 25<sup>th</sup> day of February 2013, beginning at 7:30 p.m.

**MEMBERS:**

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

**VOTE:**

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

**A RESOLUTION FOR THE REAPPROPRIATION OF FY 2012 UNSPENT SCHOOL OPERATING FUNDS**

WHEREAS, during the 2011-2012 school year the Bedford County School Board received funding from County tax dollars, State, Federal and other monies allotted for the operation of the schools; and

WHEREAS, there was a balance in the School Operating Fund of \$655,451.66 at June 30, 2012; and

WHEREAS, the Bedford County School Board would like to allot these funds to the self-funded health account to offset future premium increases; now therefore

BE IT RESOLVED, that the Bedford County Board of Supervisors authorize a re-appropriation in the amount of \$655,451.66 to the Self-Funded Health Fund in the FY 2012-2013 School Budget.



Action Item #6e

## MEMORANDUM

To: Board of Supervisors

From: G. Carl Boggess, County Attorney

Date: February 25, 2013

Re: RFP for Reassessment

Attached for the Board's consideration is a Request for Proposals for reassessment services. The reassessment will be effective January 2015.

The Proposal calls for a selection team consisting of the Commissioners of the Revenue, a Board member and County Administrator to review all proposals, interview prospective firms, and to make a recommendation to the governing body.



At a regular meeting of the Board of Supervisors of the County of Bedford, Virginia held at the Bedford County Administration Building on the 25th day of February 2013, beginning at 7:30 p.m.

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MEMBERS:

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

VOTE:

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

**WHEREAS**, §58.1-3252 of the Code requires that general reassessment of the real estate in the County be performed every four years; and

**WHEREAS**, a Request for Proposals must be issued in order to procure appraisal services.

**THEREFORE, BE IT RESOLVED**, that the County Administrator and the County Attorney are authorized to issue a Request for Proposal for real estate appraisal services for the 2014 real estate reassessments, such valuations will be effective January 1, 2015.



**AGENDA**

**(AMENDED 02/22/2013)**

**BEDFORD COUNTY BOARD OF SUPERVISORS**

**BEDFORD COUNTY ADMINISTRATION BUILDING**

**FEBRUARY 25, 2013**

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**5:00 P.M.      WORK SESSION**

- a. Discussion on the Budget**

**6:45 P.M.      Dinner**

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**7:30 P.M.      WELCOME – REGULAR MEETING**

- a. Moment of Silence**  
**b. Pledge of Allegiance**

**(1) APPROVAL OF AGENDA**

**(2) FIFTEEN MINUTE CITIZEN COMMENT PERIOD**

*(For items on this agenda that have not been addressed at a Public Hearing)*

**(3) APPROVAL OF CONSENT AGENDA**

**(4) APPROVAL OF MINUTES – *no sets are available for approval at this time***

**(5) PUBLIC HEARINGS / PUBLIC APPEARANCES**

- a. Proclamation for Girl Scout Week**
- b. Public Appearance – Annual report from the Agricultural Economic Development Advisory Board**
- *Presentation: Jeff Powers, AEDAB Chairman*
- c. Public Hearing – Consideration of a request to amend the 911 Addressing Ordinance. *(Ordinance #O 0213-022)***
- *Staff Presentation: Tim Wilson, Director of Community Development*

- d. Public Hearing – Consideration of a request to initiate amendments to the regulations of the Bedford County Zoning Ordinance allowing the keeping of chickens in residential zoning districts (O 0213-024)
  - *Staff Presentation: Brad Robinson, Planner*

**(6) ACTION ITEMS**

- a. Consideration of a request to award contracts for mowing and lawn care maintenance at various locations throughout the County (*Documentation to follow under separate cover*) (Resolution #R0213-021)
  - *Staff Presentation: Frank J. Rogers, Interim County Administrator*
- b. CLOSED SESSION - Consideration of a request for approval of the TCRC Settlement Agreement; possible action by the Board to follow.
- c. Authorization to Advertise Election District Ordinance
  - *Staff Presentation: Carl Boggess, County Attorney*
- d. Consideration of a Re-Appropriation Request from the School Board (Resolution #R0213-028)
  - *Presentation: Randy Hagler, Schools Finance Director*
- e. Consideration of a request to advertise a Request for Proposals for Reassessment Services. (Resolution #R0213-029)
  - *Staff Presentation: Carl Boggess, County Attorney*

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

- a. Bedford Regional Water Authority Board meeting minutes from December 18, 2012 and January 8, 2013
- b. Community Development Building Report for January 2013
- c. Board of Zoning Appeals 2012 Annual Report
- d. Bedford Communications Reports for October, November and December 2012
- e. Bedford County Planning Commission meeting minutes from November 7 and December 4, 2012, and January 2, 2013
- f. Agricultural Economic Development Advisory Board meeting minutes from December 5, 2012 and January 9, 2013
- g. Tri-County Lake Administrative Commission (Environmental Committee) meeting minutes from December 13, 2012
- h. Bedford County Department of Social Services Board meeting minutes from December 13, 2012

- i. Bedford Public Library System Board of Trustees meeting minutes from January 8 and February 5, 2013

**(8) APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES**

- a. Appointment to the Agricultural Economic Development Advisory Board

**(9) COUNTY ATTORNEY REPORTS, REQUESTS AND RECOMMENDATIONS**

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

**(11) PENDING MATTERS**

**(12) UPCOMING MEETINGS**

- March 4 – Budget Work Session at 5:00 P.M.
- March 11 – Regular Meeting at 7:30 P.M. (Work session at 5:00 P.M.)
- March 18 – Budget Work Session at 5:00 P.M.
- March 21 – Budget Work Session at 5:00 P.M. (Thursday)
- March 25 – Regular Meeting at 7:30 P.M. (Work session at 5:00 P.M.)



CONSENT AGENDA

**BEDFORD COUNTY BOARD OF SUPERVISORS**

BEDFORD COUNTY ADMINISTRATION BUILDING

FEBRUARY 25, 2013

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**Item 1 – Resolutions / Motions**

- a. Consideration of a request from the Fire and Rescue Department for approval to accept an OEMS grant, an authorization of a Supplemental Appropriation in the amount of \$143,508.40 and authorization to appropriate \$23,000.00 from EMS Fee for Service Funds to CIP – Emergency Apparatus. (*Resolution #R0213-023*)
- b. Consideration of a request to proceed with hiring an Interim Library Director. (*Resolution #R0213-030*)

**ACTION: Approve resolutions/motions as presented.**