



MINUTES
BEDFORD COUNTY BOARD OF SUPERVISORS
BEDFORD COUNTY ADMINISTRATION BUILDING
APRIL 24, 2017

5:00 P.M. WORK SESSION

- a. Budget Discussion

6:30 P.M. Break for Dinner

7:00 P.M. REGULAR MEETING

- (1) **Call to Order & Welcome**
- (2) **Moment of Silence**
- (3) **Pledge of Allegiance**
- (4) **Approval of Agenda**
- (5) **Citizen Comments** (15 Minutes)
- (6) **Consent Agenda**
 - a. Consideration of a request from the Department of Social Services for authorization to proceed with the purchase of three vehicles in FY2017. (*Resolution #R042417-01*)
 - b. Consideration of a request from the Bedford Domestic Violence Program for Acceptance and Supplemental Appropriation of the Department of Criminal Justice V-Stop Grant in the amount of \$12,591 (the local 24% match is covered by donations). (*Resolution #R042417-02*)
 - c. Consideration of a request from the Commonwealth Attorney's Office to submit three Virginia Sexual and Domestic Violence Victim Fund Program grant applications in the amount of \$42,542 each (no local match is required). (*Resolution #R042417-03*)
- (7) **Approval of Minutes** – February 27, March 6, and March 13, 2017
- (8) **Public Hearings & Presentations**

- a. **Public Appearance** – Proclamation recognizing Business Appreciation Month
(Presented to Economic Development Director Traci Blido)
- b. **Public Appearance** – Proclamation recognizing National Tourism and Travel Week
(Presented to Tourism Director Nicole Johnson)
- c. **Public Appearance** – Proclamation recognizing Older American’s Month
(Presented to Parks & Recreation Director Wyatt Woody)
- d. **Joint Public Hearing** – VDOT’s Secondary Six-Year Road Plan for FY2018-2023
 - *Presentation by Residency Administrator Todd Daniel*

(9) Action & Discussion Items

- a. Consideration of a request to adopt the FY2017-18 Budget
(Resolution #R042417-04) (documentation to follow under separate cover)
 - *Staff Presentation by Deputy County Administrator Reid Wodicka*

(10) Board Committee Reports

- a. Town and County Committee Meeting from March 29, 2017

(11) Board Member Comments

(12) Board Appointments – none

(13) County Attorney Report

(14) County Administrator Report

(15) Board Information

- a. Bedford Regional Water Authority Board of Directors meeting minutes from February 21, 2017
- b. Bedford E-911 Communications report for March 2017
- c. Bedford Public Library System Board of Trustee meeting minutes from March 7, 2017
- d. Community Development Department’s Build Report for March 2017

(16) Board Calendar and Reminders

- May 8 – Regular Meeting; (Work Session – 5:00 to 6:30 pm with the Ag Board)
- May 22 – Regular Meeting

Adjourn

5:00 P.M. BUDGET WORK SESSION

Board of Supervisors: Curry Martin, Chairman, District 2; Bill Thomasson, Vice-Chairman, District 1; Steve Wilkerson, District 3; John Sharp, District 4; Tommy Scott, District 5; Andy Dooley, District 6; and Kevin Willis, District 7

Staff: County Administrator Carl Boggess, Assistant County Administrator Reid Wodicka, County Attorney Patrick Skelley, Fiscal Management Director Susan Crawford, Assistant Fiscal Management Director Ashley Anderson, and Executive Assistant Brigitte Lockett

Chairman Martin called the work session to order, and then turned the meeting over to Deputy County Administrator Reid Wodicka.

Dr. Wodicka stated that staff needed guidance from the Board on a few budget requests, and noted that additional revenue has been received from the state in the amount of \$98,500 which could, with the Board's consensus, be used to fund some of these requests.

In response to the Sheriff's Office request for an additional deputy's position (\$48,000) to focus specifically on gang activity and for office equipment (\$25,200), the Board reached a consensus to place the funds for this request in Contingency and discuss it further at the next meeting. It was noted that the Sheriff would contact the Board members individually to give them details on this request, as the specifics are not being made public.

Dr. Wodicka then asked the Board if they were in favor of Chairman Martin's request to increase the Supervisors annual pay from \$6,600 to \$8,500, and the Chairman's pay from \$8,100 to \$10,000. Chairman Martin noted that being on the Board involves a lot of work and they have not had an increase in many years. The Board reached a consensus to not increase their salaries at this time.

The Board reached a consensus to implement a pay study for the Bedford Public Library in the amount of \$45,000 and, at the request of Supervisor Sharp, to reinstate full funding for the Lynchburg Regional Business Alliance in the amount of \$96,969. They decided against Supervisor Dooley's request to fully cover the employee's share of the insurance increase (which is currently split 50/50 with the County).

Lastly, following a discussion between the Board and County and School staff, the Board reached a consensus to direct 75% of the \$530,000 (originally allocated in the proposed budget to the School Division for Maintenance) to Operations, and leave 25% in Maintenance.

There being no further discussion, the Board recessed for dinner at 6:17 pm.

7:00 P.M.

Board of Supervisors: Curry Martin, Chairman, District 2; Bill Thomasson, Vice-Chairman, District 1; Steve Wilkerson, District 3; John Sharp, District 4; Tommy Scott, District 5; Andy Dooley, District 6; and Kevin Willis, District 7

Staff: County Administrator Carl Boggess, Assistant County Administrator Reid Wodicka, County Attorney Patrick Skelley, Tourism Director Nicole Johnson, Economic Development Director Traci Blido, Parks and Recreation Director Wyatt Woody, and Executive Assistant Brigitte Luckett

REGULAR MEETING

- (1) Chairman Martin called the meeting to order and welcomed those in attendance.
- (2) Chairman Martin asked the room to observe a moment of silence.
- (3) Chairman Martin led the room in the pledge of allegiance.

(4) Approval of Agenda

Chairman Martin polled the Board for the approval of the agenda:

**Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Scott,
Mr. Dooley and Mr. Willis**

Voting no: None

Motion passed.

(5) Citizen Comments

- Mr. Billy Hackworth, 110 Pinecrest Ave., Bedford, addressed the Board to ask that the Sheriff's request for an additional deputy be denied.

(6) Consent Agenda

Mr. Boggess read aloud the following items on the consent agenda for the benefit of those in attendance:

- a. Consideration of a request from the Department of Social Services for authorization to proceed with the purchase of three vehicles in FY2017. (*Resolution #R042417-01*)
- b. Consideration of a request from the Bedford Domestic Violence Program for Acceptance and Supplemental Appropriation of the Department of Criminal Justice V-Stop Grant in the amount of \$12,591 (the local 24% match is covered by donations). (*Resolution #R042417-02*)

- c. Consideration of a request from the Commonwealth Attorney's Office to submit three Virginia Sexual and Domestic Violence Victim Fund Program grant applications in the amount of \$42,542 each (no local match is required). (*Resolution #R042417-03*)

Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Scott,
Mr. Dooley and Mr. Willis

Voting no: None

Motion passed.

(7) Approval of Minutes

Supervisor Dooley made a motion to approve the minutes of February 27, March 6, and March 13, 2017 as presented.

Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Scott,
Mr. Dooley and Mr. Willis

Voting no: None

Motion passed.

(8) Public Hearings & Presentations

(8a) On behalf of the Board of Supervisors, County Administrator Carl Boggess presented the following Proclamation to Economic Development Director Traci Blido in recognition of Business Appreciation Month:

WHEREAS, the Bedford County Economic Development Authority has declared the entire month of May 2017 as Business Appreciation Month; and

WHEREAS, Bedford County is pleased to have a thriving base of business and industry to support the local economy; and

WHEREAS, these businesses provide essential employment opportunities for the citizens of Bedford County; and

WHEREAS, these businesses provide local revenues from which the entire local citizenry benefit; and

WHEREAS, these businesses also make significant contributions in our communities to promote educational opportunities for our children and promote a variety of activities which increase the quality of life of the area; and

WHEREAS, we recognize and appreciate these businesses;

NOW, THEREFORE, we the Bedford County Board of Supervisors and Bedford County Economic Development Authority hereby recognize and thank you, and by virtue of this proclamation, honor you for your continued contribution and positive impact in our County.

(8b) On behalf of the Board of Supervisors, County Administrator Carl Boggess presented the following Proclamation to Tourism Director Nicole Johnson in recognition of National Tourism and Travel Week:

WHEREAS, travel and tourism have a positive effect on Bedford County's economic prosperity and image abroad, it also impacts business productivity and to individual travelers' well-being; and

WHEREAS, meetings, events and incentive travel are core business functions that help companies strengthen business performance, educate employees and customers and reward business accomplishments, which in turn boosts the U.S. economy. With estimate figures for 2016, domestic and international business travelers spent \$307.2 billion; and

WHEREAS, leisure travel, which accounts for more than three-quarters of all trips taken in the United States, spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships; and

WHEREAS, travel to and within Bedford County has made a substantial contribution to the County's tourism-related industry, businesses, amenities and associations, which contribute so much to the development of this growing industry; and

WHEREAS, travel is a pillar of economic growth creating jobs at a faster rate than other sectors, and providing significant local revenues from which our entire citizenry benefit;

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board does hereby recognize our existing travel and tourism related businesses, attractions and our tourism development effort, and by virtue of this resolution call upon the citizens of Bedford to recognize and participate in National Travel and Tourism Week May 7th through May 13th, 2017 by enjoying Virginia's many scenic, historic, recreational, and leisure attractions, activities and events.

(8c) Supervisor Dooley presented the following Proclamation to Parks & Recreation Director Wyatt Woody in recognition of Older American's Month:

WHEREAS, the month of May in the year 2017 has been designated and approved by the Bedford County Board of Supervisors to be recognized as Older American's Month; and,

WHEREAS, the County of Bedford recognizes the importance of Older American's Month with the Elderfest celebration; and

WHEREAS, the Bedford County Department of Parks and Recreation will proudly host the Elderfest celebration in honor of our Senior Citizens and in recognition of Older American's Month; and

WHEREAS, May 4th and 5th, 2017 Elderfest Celebration will be to honor the Senior Citizens of Bedford County; and,

BE IT FURTHER RESOLVED, that the Bedford County Board of Supervisors does hereby affirm the month of May in the Year 2017 be recognized as Older American's Month and the Elderfest celebration will be held to honor and celebrate the Senior Citizens with this special event.

(8d) Chairman Martin turned the meeting over to Mr. Todd Daniel, VDOT Residency Administrator, for a joint public hearing on the Secondary Six-Year Plan (SSYP) for 2017-2022.

Mr. Daniel briefly explained how the SSYP funding is formulated, noting that the draft plan totals \$5,313,001. He touched on a few upcoming road projects in the County, and stated that all of the projects are fully funded within the six years reflected in the FY 2017-2022 SSYP. Mr. Daniel stated that based on funding estimates we should have approximately \$900,000 for new projects to be added to the plan for 2023. He then reviewed some of the projects that are being considered (the full list will be kept on file in the County Administration Office for public review), as well as some of the preliminary allocations from the State. Mr. Daniel then introduced his staff in attendance: Assistant Business Administrator Krista Willoughby, Maintenance Manager Brad Radford, and Land Engineer Will Yeager.

The citizen comment portion of the public hearing was opened.

Mike Dooley, Clayton Edwards and Daryl Campbell addressed the Board regarding the area of Hutchens Road that extends from Pike Road to Church Road (Smyrna Hill). They stated that this area has been on the six-year plan for decades; it is full of potholes, washboards, dust, etc., and is very difficult to drive on and is dangerous.

James Thompson, 2375 McDaniel Road, Bedford, addressed the Board to request that his road be paved beginning at the intersection of Five Forks and McDaniel, which he said is about 6/10's of a mile. He noted that the road is ready for paving, since it is already very wide and commented that VDOT has done a lot of work on both the road and the ditches in recent years to maintain it.

Robert Draper, 2623 Old Farm Road, Bedford, addressed the Board to request paving on his road. He noted most of his road is already paved, but there is a section that is still just gravel and it is causing safety issues. He stated that many people drive through as a short cut, and construction in the area is increasing; there is a lot of dust and the gravel section causes damage to cars. There are also many potholes and washboards. He said he had a petition signed by the residents that he would scan and forward to Supervisor Thomasson in the near future.

There being no other citizens desiring to speak, this portion of the meeting was closed.

Mr. Daniel said he would be back with a proposed plan for the Board's adoption at a future meeting.

Supervisor Dooley said the dust issues on the unpaved roads need to be addressed.

Vice-Chairman Thomasson complimented VDOT on the excellent job they do with snow removal and road maintenance with the limited funding they are given by the State.

Chairman Martin stated that VDOT has done a good job in District 2 with the intersections, stop signs, snow removal, landscaping, etc.

(9) Action & Discussion Items

(9a) Deputy County Administrator Reid Wodicka addressed the Board with a request to adopt the Fiscal Year 2017-18 budget. Dr. Wodicka commented that considerable time has been spent discussion and revising the budget over the past two months, and noted that issues which have been lagging in the past, such as infrastructure needs, are now being addressed with the new budget.

Supervisor Thomasson made a motion to approve Resolution #R042417-04.

WHEREAS, the FY 2017-2018 Budget has been duly prepared and presented to the Board of Supervisors; and

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

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

WHEREAS, the Board of Supervisors has considered the services required and desired by the citizens of Bedford County.

NOW, THEREFORE, BE IT RESOLVED, that the FY 2017-2018 Budget is established as follows:

General Fund	\$	105,894,072
Law Library Fund	\$	12,450
Vehicle Replacement Fund	\$	874,000
General Capital Improvement Fund	\$	8,315,238
Nursing Home Fund	\$	6,422,765
Solid Waste Fund	\$	2,965,480

**Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Scott,
Mr. Dooley and Mr. Willis**

Voting no: None

Motion passed.

(10) Board Committee Reports

(10a) The Board was given a copy of the Town and County Committee meeting minutes for review. Supervisor Dooley stated that the Town Council notified him of correspondence they received from staff at Liberty High School stating that the new field at the middle school will not be ready for the 2018 season. He said Liberty Lake Park would need to be fixed so the high school will have a location to play the 2018 season; more details will be available next week. Supervisor Dooley clarified that this is the

project the Board has already given funding to at the end of last year; we have spent almost \$24,000, leaving approximately \$36,000 of the \$60,000 originally allocated for this project.

In response to a question from Supervisor Sharp, Mr. Boggess stated that the tax revenue that was accidentally given to the Town instead of the County by the State has now been received.

(11) Board Member Comments

Supervisor Scott asked when live streaming for the Board meetings would be available. Mr. Boggess replied that the IT Director has been very involved with other projects, but he is looking into the matter. Supervisor Scott asked for an update on the revisions to the process for employee performances. Mr. Boggess stated staff has been holding ongoing meetings on this topic. Dr. Wodicka stated they will hopefully have something ready before the summer.

Supervisor Dooley asked that the staff committee that use to review insurance be reconvened, and perhaps include the school staff as well. Mr. Boggess said that committee has not been active in a few years, but he would discuss it with the Human Resources and Fiscal Management Director. Vice-Chairman Thomasson asked that it also come before the Board.

(12) Board Appointments - none

(13) County Attorney Report

County Attorney Patrick Skelley stated that the lawsuit that has been filed by a former employee has been referred to outside council. He said he would keep the Board apprised of any developments.

(14) County Administrator Report

County Administrator Carl Boggess stated that the update to the phone system is over 50% complete, and the IT staff is also working on the server upgrades.

Mr. Boggess noted that the Board is invited to attend the Economic Development Authority's planning day this coming Saturday.

(15) Board Information

(15a) The Board was given a copy of the Bedford Regional Water Authority Board of Directors meeting minutes from February 21, 2017 for review.

(15b) The Board was given a copy of the Bedford E-911 Communications report for March 2017 for review.

(15c) The Board was given a copy of the Bedford Public Library System Board of Trustee meeting minutes from March 7, 2017 for review.

(15d) The Board was given a copy of the Community Development Department's Build Report for March 2017 for review.

(16) Board Calendar & Reminders

Mr. Boggess requested, and received, consensus from the Board to change the June 12th meeting from a work session to a regular meeting with no work session.

Mr. Boggess noted the following upcoming meetings on the Board's calendar: May 8 – Regular Meeting; (Work Session – 5:00 to 6:30 pm with the Ag Board); May 22 – Regular Meeting.

(17) Adjourn

Supervisor Scott made a motion to adjourn the meeting at 8:03 pm.

**Voting yes: Mr. Thomasson, Mr. Martin, Mr. Wilkerson, Mr. Sharp, Mr. Scott,
Mr. Dooley and Mr. Willis**

Voting no: None

Motion passed.