



MINUTES
BEDFORD COUNTY BOARD OF SUPERVISORS
BEDFORD COUNTY ADMINISTRATION BUILDING
AUGUST 14, 2017

5:00 P.M. WORK SESSION

- a. Presentation on Fiscal Management's new software
 - *Staff Presentation by Assistant Fiscal Management Director Ashley Anderson*
- b. Review of June 30, 2017 Financials
 - *Staff Presentation by Fiscal Management Director Susan Crawford*
- c. Discussion regarding upcoming work sessions
 - *Staff Presentation by County Administrator Carl Boggess*

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 Commonwealth Attorney's office for authorization to accept the Virginia Domestic Violence Victim Fund grant in the amount of \$42,542; and for a Supplemental Appropriation in the amount of \$42,542 (no local match is required). (*Resolution #R081417-01*)
 - b. Consideration of a request from the Domestic Violence Program for authorization to accept a grant in the amount of \$187,500 from the Commonwealth of Virginia's Department of Social Services (the matching

local funds were included in the FY17-18 adopted budget); and for a Supplemental Appropriation in the amount of \$187,500. (*Resolution #R081417-02*)

- c. Consideration of a request from the Domestic Violence Program for authorization to accept a grant in the amount of \$189,690 from the Commonwealth of Virginia's Department of Criminal Justice Services (the matching local funds will be met with existing donations); and for a Supplemental Appropriation in the amount of \$189,690. (*Resolution #R081417-03*)
- d. Consideration of a request from the Commonwealth Attorney's Office for authorization to accept a grant in the amount of \$149,150 from the Virginia Department of Criminal Justice Services (no local match required); and for a reduction to the appropriation in the amount of \$2,983 (due to an overage in the adopted budget). (*Resolution #R081417-04*)
- e. Consideration of a request from the Department of Tourism for authorization to accept the "Local Government Challenge Grant" in the amount of \$4,500 from the Virginia Commission for the Arts (local match was included in the adopted FY17-18 budget). (*Resolution #R081417-05*)
- f. Consideration of a request from the Department of Fire & Rescue for authorization to accept a grant in the amount of \$33,307.59 from the Office of Emergency Management Services (the 50% local match will come from "EMS for Future" reserves); and for a Supplemental Appropriation in the amount of \$33,307.59, as well as an appropriation for \$33,307.59 from "EMS for Future". (*Resolution #R081417-06*)
- g. Consideration of a request from the Department of Fiscal Management for Reappropriation of June 30, 2017 Grant Balances. (*Resolution #R081417-07*)

(7) Approval of Minutes – June 26, 2017

(8) Public Hearings & Presentations - none

(9) Action & Discussion Items

- a. Consideration of a request to authorize various modifications to the Bedford County Pay and Classification Plan for Positions within the Department of County Administration, Division of Information Technology. (*Resolution #R081417-08*)
 - *Staff Presentation by County Administrator Carl Boggess & Information Technology Director Robert Floyd*

- b. Consideration of a request from the Department of Fiscal Management to establish the Personal Property Tax Relief Rate (PPTRA) (*Resolution #R081417-10*)
 - *Staff Presentation by Fiscal Management Director Susan Crawford*
- c. Consideration of a request for approval of Fiscal Year 2016-17 Re-appropriations. (*Resolution #R081417-11*)
 - *Staff Presentation by Fiscal Management Director Susan Crawford*
- d. Consideration of a request from the Department of Public Works for authorization to execute a contract to upgrade Access Control Systems at the Burks-Scott Building, the County Administration Building, and the Courthouse. (*Resolution #R081417-12*)
 - *Staff Presentation by Public Works Director Sheldon Cash*
- e. Discussion and Possible Action regarding the use of athletic fields at Body Camp Elementary.
 - *Staff Presentation by County Administrator Carl Boggess*

(10) Board Committee Reports

(11) Board Member Comments

(12) Board Appointments

(13) County Attorney Report

(14) County Administrator Report

- a. Closed Session pursuant to Section 2.2-3711 (A) (3), Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

(15) Board Information

- a. Bedford County E-911 Communications reports from July 2017
- b. Bedford Regional Water Authority Board of Directors meeting minutes from June 20, 2017
- c. Department of Community Development's Building Report for July 2017
- d. Bedford Public Library System Board of Trustees Meeting Minutes from June 6, 2017

(16) Board Calendar and Reminders

- September 11 – Regular Meeting at 7:00 pm (Work Session from 5:00 to 6:30 pm)
- September 25 – Regular Meeting at 7:00 pm
- October 10 – Work Session (Joint Meeting with the EDA) beginning at 5:00 pm in the Ground Floor Meeting Room

Adjournment

5:00 P.M. 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, Deputy County Administrator Reid Wodicka, County Attorney Patrick Skelley, Director of Fiscal Management Susan Crawford, Assistant Director of Fiscal Management Ashley Anderson, and Executive Assistant Brigitte Lockett

Chairman Martin called the work session to order and then turned the meeting over to County Administrator Carl Boggess.

Mr. Boggess stated that the next few scheduled work sessions will be fairly intense and said he would like the Board’s feedback as we move through them to see if this is a format they feel is useful and wish to continue. He then turned the meeting over to Dr. Wodicka and Mrs. Anderson for a review of the Enterprise Resource Planning software that staff is proposing as a replacement for the outdated and unsupported software currently in place.

Dr. Wodicka stated that this presentation was just for informational purposes and the Board would not need to make a decision this evening. Staff would come back to the Board in about a month for a vote on whether to proceed with this project. He said tonight they would be presented with two options: the first is a “status quo” option that does not offer much in the way of new functionality and offers little room to make improvements in the future. The second is more expensive, but it expands our customer service abilities, and will allow us to develop more efficient, better informed business practices. He then gave a brief overview of the project background, which has included setting aside \$200,000 every year for several years in anticipation of the cost. A software consulting service, SoftResources, LLC, was retained to assist in the RFP development and the proposal evaluation process, and a core project team of staff members was selected. He then turned the meeting over to Assistant Financial Director Ashley Anderson.

Mrs. Anderson began her presentation of the current software packages in use, noting they are over 20 years old and have become unstable. The software will also be at its end-of-life on December 31, 2017, which means no further updates to the system and no assistance when the system crashes. She noted a number of issues with the current software which included lack of integration, as well as not properly applying credits in the Treasurer's office; this means that the credits must be corrected manually. The current software also does not have components for Human Resources and Procurement, and there are also no citizen or employees self-service functions. Mrs. Anderson briefly reviewed the process, which began last year, to replace the current software. This process included software requirement workshops with staff from the County and the School Division, drafting a list of key requirements, and then issuing the RFP for the software in February 2017.

Mrs. Anderson then gave an overview of the selection process, which was coordinated with an outside contractor and several key department heads, and encompassed the functionality of the software, system integration, vendor's government experience, implementation services and the total cost. She noted that the selected firms each gave demonstrations to staff members who would be affected by the software transition from both the County and the School Division. Staff members then completed an evaluation report to assist in the selection process. Mrs. Anderson reviewed the advantages and disadvantages of the two top vendors, noting that one clearly offers what we need such as multi-department integration (including the Treasurer, Commissioner, Community Development and Human Resources departments), excellent support, extensive government experience, improved business processes, and plenty of room to grow; however, there is a significant cost difference between the top candidate and the runner-up. After stating that staff is recommending awarding the contract to Tyler Technologies, Mrs. Anderson briefly reviewed the implementation challenges. Mrs. Anderson also spoke to ongoing maintenance costs, the connection of this project to our strategic priorities, and the anticipated benefits to both staff and citizens. She stated that \$1.1 million is currently available in the CIP for this project, and that staff is recommending continuing allocating \$200,000 per to the CIP to provide funds for completion. Additionally, this saving strategy will establish funds for future software upgrades. *(The full details of this presentation are on file in the Administration Office for public review.)*

Dr. Wodicka stated that there will be some very large challenges with this project to make it work, but it will chart the path forward for the County's government for the next 10 years. He acknowledged that the top two vendors presented this evening are not an apples-to-apples comparison, but said that the question is do we want to provide better, more efficient services, or do we want to stay in the same position?

In response to a question from Chairman Martin, Dr. Wodicka said that while we are not sure if this new software will eliminate jobs, staff is already looking on how responsibilities may be reallocated. Chairman Martin stated that he is not in favor of anything that would take a job away from a staff member.

In response to a question from Supervisor Scott, Dr. Wodicka said that there were no viable vendor options between our top choice and the runner up. The cost difference is considerable (Tyler being approximately \$1.8 million and the runner up being \$216k), but the vendors that fell in-between (with regard to cost) did not have the features, etc., that were needed. Mrs. Anderson stated that we did solicit over 200 vendors when the RFP was issued.

There followed a discussion between the Board members and staff regarding this project, with the large cost difference between the two vendors being a cause of concern for the Board; whether there would be cost savings due to the efficiency of the more expensive system was also discussed. Ms. Crawford commented that the cost is likely to be reduced during contract negotiations. Supervisor Sharp said he could get behind this if he knew there were going to be significant cost savings. Mr. Boggess said he knows some of positions we may be able to eliminate, but staff needs to work collectively and come back to the Board with more information. Ms. Crawford said it would depend on the work flow and how the business processes change; we may not eliminate a position so much as free up an employee's time for other responsibilities. Dr. Wodicka suggested having staff put together more information on this question and then bringing it back to the Board, with the caveat that things might change. Supervisor Sharp said he is just trying to cover the cost of the proposed maintenance and the software balanced against the increased services, etc. that would be provided.

The discussion continued on the pros and cons of the cost versus the enhanced services and efficiencies. School Division Chief Financial Officer Randy Hagler stated that the schools already have some of these systems in place, and they have been a huge timesaver for his staff. He said the School Division will likely join the County in certain aspects of this contract. IT Director Robert Floyd stated that the improvements this project will bring regarding data quality issues means it should be considered an investment.

Dr. Wodicka thanked the Board for their input and said that staff will get the requested information to them before they are asked to make a decision on this award.

The meeting was then turned over to Ms. Crawford, who distributed a five-year cash-basis fund balance sheet to the Board. She briefly explained how to read the sheet, noting that the amount has increased 24% (\$6.8 million). After applying the fund balance policy of 10% to FY2018 expenditures, the unassigned cash basis fund balance increased \$6.2 million (33.19%) from \$18.8 million to \$25 million. Ms. Crawford said we have a planned use of fund balance in FY2018 budget of \$6.3 million; \$1.5 million of this amount is from previous reserves for the Liberty zone project construction and debt service. Another \$4.8 million was approved for County CIP projects, the largest portion of which will be for the renovation of the Parks and Recreation facility. Ms. Crawford stated that after all of this is taken into consideration, the unassigned cash balance as of June 30 remains unchanged from the prior year at \$18.8 million.

Ms. Crawford then explained the increase in fund balance, noting \$2.7 million in taxes in excess of budget (\$1 million came from personal property taxes). Other taxes increased \$900,000 in excess of budget, and \$2 million in car tax in excess of budget was also received; we also realized \$1.2 million in vacancy savings, and some of the funding for appropriations was also included.

In response to a question from Supervisor Sharp, Ms. Crawford stated that the one of the County's strategic priorities was to look at increasing the 10% currently required in the fund balance policy. She said staff will be coming to the Board with recommendations during the next budget cycle to increase this amount.

There followed a brief discussion between Ms. Crawford, Dr. Wodicka, Mr. Boggess, and the Board to clarify minor points of her presentation.

Mr. Boggess then gave a brief overview of what was planned for upcoming work sessions for the rest of this year.

Supervisor Thomasson made a motion to go into Closed Session pursuant to Section 2.2-3711 (A) (3) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

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

Voting no: None

Motion passed.

Supervisor Thomasson made a motion to come out of closed session.

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

Voting no: None

Motion passed.

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

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

NOW, THEREFORE BE IT RESOLVED, that the Bedford County Board of Supervisors does hereby certify that, to the best of each member's knowledge, (i) only public business matters lawfully

exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting was heard, discussed or considered by the Bedford County Board of Supervisors.

<u>MEMBERS:</u>	<u>VOTE:</u>
Curry Martin, Chairman	Yes
Bill Thomasson, Vice Chairman	Yes
Steve Wilkerson	Yes
John Sharp	Yes
Tommy Scott	Yes
Andy Dooley	Yes
Kevin Willis	Yes

(The closed session ended at 6:48 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, Deputy County Administrator Reid Wodicka, County Attorney Patrick Skelley, Director of Fiscal Management Susan Crawford, Assistant Director of Fiscal Management Ashley Anderson, Director of Public Works Sheldon Cash, Information Technology Director Robert Floyd, Director of Human Resources Dawn Fields, and Executive Assistant Brigitte Lockett

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

Supervisor Thomasson made a motion to approve 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

- Teresa Evans, 1051 Sunset Knoll Lane, Moneta, addressed the Board regarding a zoning amendment for her property to allow the placement of a mobile home (it is currently split-zoned R-1 and R-2). Ms. Evans noted that she is purchasing this property now, and intends to build a modular home on it in approximately five years. Community Development Director Gregg Zody stated there are several options available to the Board regarding this request. County Administrator Carl Boggess suggested having Mr. Zody and the County Attorney work on a memorandum for the Board addressing this issue.
- Edgar Tuck, 1335 Crabtree Lane, Moneta, addressed the Board to request that children's teams be allowed to continue to use the athletic fields at the closed Body Camp School for games and practice.
- Ashley Bowyer, 2560 Joppa Mill Road, Bedford, also addressed the Board to request that teams be allowed to continue to use the athletic fields at the closed Body Camp School for games and practice.
- Penny Berger, 3853 Phelps Road, Bedford, also addressed the Board to request that teams be allowed to use the athletic fields at the closed Body Camp School for games and practice. She noted that the fields are already insured, and Parks and Recreation already mark the fields. Ms. Berger also stated that when the fields are used it reduces the incidences of vandalism. She requested that the water be turned back on in the gym so that the teams can use it for basketball.

(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 Commonwealth Attorney's office for authorization to accept the Virginia Domestic Violence Victim Fund grant in the amount of \$42,542; and for a Supplemental Appropriation in the amount of \$42,542 (no local match is required).
(Resolution #R081417-01)
- b. Consideration of a request from the Domestic Violence Program for authorization to accept a grant in the amount of \$187,500 from the Commonwealth of Virginia's Department of Social

- Services (the matching local funds were included in the FY17-18 adopted budget); and for a Supplemental Appropriation in the amount of \$187,500. (*Resolution #R081417-02*)
- c. Consideration of a request from the Domestic Violence Program for authorization to accept a grant in the amount of \$189,690 from the Commonwealth of Virginia’s Department of Criminal Justice Services (the matching local funds will be met with existing donations); and for a Supplemental Appropriation in the amount of \$189,690. (*Resolution #R081417-03*)
 - d. Consideration of a request from the Commonwealth Attorney’s Office for authorization to accept a grant in the amount of \$149,150 from the Virginia Department of Criminal Justice Services (no local match required); and for a reduction to the appropriation in the amount of \$2,983 (due to an overage in the adopted budget). (*Resolution #R081417-04*)
 - e. Consideration of a request from the Department of Tourism for authorization to accept the “Local Government Challenge Grant” in the amount of \$4,500 from the Virginia Commission for the Arts (local match was included in the adopted FY17-18 budget). (*Resolution #R081417-05*)
 - f. Consideration of a request from the Department of Fire & Rescue for authorization to accept a grant in the amount of \$33,307.59 from the Office of Emergency Management Services (the 50% local match will come from “EMS for Future” reserves); and for a Supplemental Appropriation in the amount of \$33,307.59, as well as an appropriation for \$33,307.59 from “EMS for Future”. (*Resolution #R081417-06*)
 - g. Consideration of a request from the Department of Fiscal Management for Reappropriation of June 30, 2017 Grant Balances. (*Resolution #R081417-07*)

Supervisor Dooley made a motion to approve the consent agenda.

**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 Thomasson made a motion to approve the minutes of June 26, 2017 as presented.

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

Voting no: None

Abstained: Mr. Dooley

Motion passed.

(8) Public Hearings & Presentations - none

(9) Action & Discussion Items

(9a) County Administrator Carl Boggess and Director of Information Technology Robert Floyd addressed the Board for authorization of various modifications to the Bedford County Pay and Classification Plan for Positions within the Department of County Administration, Division of Information Technology. Mr. Boggess briefly reviewed this proposal with the Board, the details of which are in the resolution below. Mr. Boggess then answered minor clarifying questions from the Board.

Supervisor Sharp made a motion to approve Resolution #R081417-08.

WHEREAS, the office of the County Administrator has brought forth a number of recommendations with respect to positions within the Division of Information Technology pertaining to re-organization and re-classification, and

WHEREAS, these recommendations have been reviewed by and received concurrence of the County Personnel Committee and now submitted to the Board of Supervisors for approval;

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board does hereby approve the promotion of the current LAN Administrator to IT Operations Manager effective August 1, 2017; and

BE IT FURTHER RESOLVED, that the Board does hereby amend the County's Pay and Classification Plan effective August 1, 2017 to:

1. Re-classify one (1) FTE LAN Administrator position to one (1) FTE Business Systems Analyst, both being of equal pay grade 126; and
2. Re-classify one (1) FTE IT Technician position to one (1) FTE IT Specialist; with pay grade adjustment from grade 118 to grade 120.

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

Voting no: None

Motion passed.

(9b) Director of Fiscal Management Susan Crawford addressed the Board with a request to establish the Personal Property Tax Relief Rate (PPTRA). Ms. Crawford said that staff is proposing to set the rate at 44% (a decrease from last year's 47.5%) based on projected values; this should provide residents with approximately the same relief as last year.

Supervisor Sharp made a motion to approve Resolution #R081417-10.

WHEREAS, the Virginia General Assembly in 1998 passed the Personal Property Tax Relief Act; the philosophy in passing the Act was to eliminate personal property tax on personal motor vehicles; and

WHEREAS, in 2001 the Virginia General Assembly set the reimbursement rate to localities for personal property taxes for personal vehicles at 70% of the personal property tax amount; and

WHEREAS, the Virginia General Assembly in 2004 drastically revised the philosophy of the Act and capped the contribution of the Commonwealth to localities for reimbursement for personal property taxes; and

WHEREAS, on the 28th day of November 2005, as a requirement of the 2004 amendments to the Act, the County of Bedford passed an ordinance to set the percentage of tax relief that the County anticipates will fully exhaust the PPTRA funds that it will be provided by the Commonwealth (Bedford County Ordinance “Taxation” §17-16 “Personal Property Relief”); and

WHEREAS, pursuant to §17-16 of the County Code, the County shall as part of the annual budget by resolution set the percentage of tax relief at such level that it is anticipated to fully exhaust PPTRA relief funds provided to the County by the Commonwealth; now

BE IT THEREFORE RESOLVED, that pursuant to Bedford County Code Chapter 17 “Taxation”, Section 17-16 “Personal Property Relief Act” the percentage of tax relief anticipated to fully exhaust PPTRA funds provided to the County by the Commonwealth is hereby set at forty-four percent (44%). Any amount of PPTRA relief not used within the County’s fiscal year shall be carried forward and used to increase the funds available for personal property tax relief in the following fiscal year.

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

Voting no: None

Motion passed.

(9c) Director of Fiscal Management Susan Crawford addressed the Board with a request for approval of Fiscal Year 2016-17 Re-appropriations. Ms. Crawford noted that this request is in accordance with the Board’s re-appropriation policy, which gives Constitutional Officers and department heads flexibility within their budget while facilitating year-end close, and briefly reviewed the policy with the Board. She then listed the amounts being requested, which are given in detail in the resolution below. She then answered clarifying questions from the Board.

Supervisor Sharp made a motion to approve Resolution #R081417-11.

WHEREAS, the Bedford County Board of Supervisors annually receives and reviews requests for re-appropriation of year end funds; and

WHEREAS, the Fiscal Year 2017 recommendations total \$384,837 or 0.004% of the total adopted General Fund Budget; now

THEREFORE, BE IT RESOLVED, that the Board of Supervisors does hereby re-appropriate funds as follows:

Department	Recommended
County Administration	\$ 4,610
Information Technology	40,000
General District Court	2,310
Magistrate	475
Sheriff's Office	31,328
Volunteer Fire Agencies	9,214
Volunteer Rescue Agencies	34,600
Other Fire Services	7,800
BRRJA	250,000
Central Garage	4,500
	\$ 384,837

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

Voting no: None

Motion passed.

(9d) Director of Public Works Sheldon Cash addressed the Board with a request for authorization to execute a contract to upgrade the Access Control Systems at the Burks-Scott Building, the County Administration Building, and the Courthouse. Mr. Cash reviewed the process that led to this request being brought before the Board, noting that the current system is over 15 years old and staff is no longer able to obtain replacement parts. He said that the amount being requested matches the funding set aside in the CIP for this project.

Mr. Cash and Mr. Boggess then answered clarifying questions from the Board.

Supervisor Sharp made a motion to approve Resolution #R081417-12.

WHEREAS, County staff identified the need to replace an existing access control system that services the Burks-Scott Building and Courthouse; and

WHEREAS, County staff further identified the need to install an access control system within the County Administration Building; and

WHEREAS, the Board of Supervisors budgeted \$200,000 within the 2017-2018 CIP for access control improvements at these three buildings; and

WHEREAS, the project has an anticipated cost of \$200,000, through a cooperatively procured vendor, Ambassador Enterprises Inc.; and

WHEREAS, the recommendation of staff is to award a contract to Ambassador Enterprises Inc. to perform these Access Control upgrades; and

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors, that the Board authorizes the execution of a contract with Ambassador Enterprises Inc. to upgrade the Access Control system at the Burks-Scott Building, County Administration Building, and Courthouse.

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

Voting no: None

Motion passed.

(9e) County Administrator Carl Boggess addressed the Board regarding the use of the athletic fields at Body Camp Elementary. Mr. Boggess stated that after receiving a string of emails, he met with Ms. Berger and Ms. Nancy Walker to discuss this issue. He said that Ms. Walker had suggested allowing the teams to practice there, but to have the games at a sanctioned facility (likely Moneta Park); Mr. Boggess noted that he felt this was a very good suggestion. He said he had stated during their meeting that if release forms absolving Bedford of any liability were signed by the parents, practice would be allowed at Body Camp. He said that he had also confirmed that County staff would place the goals and other equipment, and if needed could also mark the fields.

Mr. Boggess stressed that he thought at the end of the meeting they had arrived at a reasonable agreement. He said he really didn't think sanctioned games should be held at Body Camp, since staff is not there and is not maintaining the facility.

There followed a discussion between Mr. Boggess and members of the Board. Attorney Skelley confirmed that as long as the County is released from liability, we should be fine. Mr. Boggess said that while this would be fine for practice, bringing in the public (none of whom have signed release forms) for actual games, then it may become a liability issue. Supervisor Sharp said that he felt the community had already lost a school and felt there was no harm in letting them use the fields for both games and practices. Supervisor Wilkerson said that he was concerned that this would open up issues in other areas of the County where citizens may want to use fields not as well maintained, etc., as the fields at Body Camp.

Supervisor Sharp made a motion to allow both practices and games at the Body Camp School athletic fields.

Voting yes: Mr. Martin, Mr. Sharp, and Mr. Scott

Voting no: Mr. Thomasson, Mr. Wilkerson, Mr. Dooley and Mr. Willis

Motion failed.

Supervisor Dooley stated that he voted against this motion because he knows that liability waivers are not worth very much.

(10) Board Committee Reports - none

(11) Board Member Comments

Supervisor Sharp said he recently read that the School Division is not going to be doing any special programs for the solar eclipse due to funding. He asked for, and received, consensus from the Board to allow the schools to use their carry-over funds (up to \$5,000) from last year to purchase eye protection, educational supplies, etc., for the students.

Chairman Martin stated that he would like the live broadcasts of the Board meetings by Liberty University to be publicized so residents know when and where to watch the live-stream and recorded meetings. Mr. Boggess said the IT Director is looking into how to link to this through our website, and will have an update for the Board soon. Chairman Martin thanked the Liberty University staff for streaming the meetings.

(12) Board Appointments - none

(13) County Attorney Report - none

(14) County Administrator Report

County Administrator Carl Boggess invited the Board to attend a ribbon-cutting sponsored by the Chamber of Commerce at Beale's Brewery on Thursday.

(14a) *The closed session planned for this portion of the meeting was instead conducted during the earlier work session.*

(15) Board Information

(15a) The Board was given a copy of the Bedford County E-911 Communications reports from July 2017 for review.

(15b) The Board was given a copy of the Bedford Regional Water Authority Board of Directors meeting minutes from June 20, 2017 for review.

(15c) The Board was given a copy of the Department of Community Development's Building Report for July 2017 for review.

(15d) The Board was given a copy of the Bedford Public Library System Board of Trustees Meeting Minutes from June 6, 2017 for review.

(16) Board Calendar & Reminders

Mr. Boggess noted the following upcoming meetings on the Board's calendar: September 11 – Work Session at 5:00; September 25 – Regular Meeting at 7:00 pm; October 10 – Work Session (Joint Meeting with the EDA) beginning at 5:00 pm in the Ground Floor Meeting Room

(17) Adjourn

Supervisor Scott made a motion to adjourn the meeting at 7:54 pm.

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

Voting no: None

Motion passed.