



MINUTES

**BEDFORD COUNTY BOARD OF SUPERVISORS**

**BEDFORD COUNTY ADMINISTRATION BUILDING**

**APRIL 23, 2018**

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**5:00 P.M. WORK SESSION**

- a. Budget discussion
  - *Staff Presentation by Deputy County Administrator Reid Wodicka and Fiscal Management Director Susan Crawford*

**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 Sheriff's Office for authorization to submit an application for the Bulletproof Vest Grant in the amount of \$11,730.00 (50% local match is included in the FY2018-2019 Sheriff's budget). (*Resolution #R 042318-01*)
  - b. Consideration of a request from the Department of Social Services Victim/Witness Program for authorization to submit an application for the Victim Witness Grant for FY218-2021 in the amount of \$153,133.00 (no local match required). (*Resolution #R 042318-02*)
  - c. Consideration of a request from VDOT to add Willow Oak Drive (Route #1368) to the Secondary System of State Highways. (*Resolution #R 042318-07*)
- (7) **Approval of Minutes – March 19, March 26, and April 9, 2018**

**(8) Public Hearings & Presentations**

- a. Public Appearance** - Proclamation in Recognition of May 2018 as Older Americans Month
  - *Presented to Parks & Recreation Director Wyatt Woody*
- b. Public Hearing** – Consideration of an Ordinance vacating Laura’s Home Place in Gilfield Village Subdivision, Section Two. (*Ordinance #O 042318-03*)
  - *Staff Presentation by County Attorney Patrick Skelley*
- c. Public Hearing** – Consideration of an Ordinance amending select provisions of the Bedford County Zoning Ordinance regarding Manufactured Homes. (*Ordinance #O 042318-04*)
  - *Staff Presentation by Community Development Director Gregg Zody*
- d. Public Hearing** – Consideration of an Ordinance amending selection provisions of the Bedford County Zoning Ordinance regarding Hotels, Motels, and Motor Lodges. (*Ordinance #O 042318-05*)
  - *Staff Presentation by Community Development Director Gregg Zody*

**(9) Action & Discussion Items** - none

**(10) Board Committee Reports** - none

**(11) Board Member Comments**

**(12) Board Appointments**

- a.** Three members of the Agricultural Economic Development Advisory Board need to be reappointed.
- b.** Reminder: There are two vacant seats on the Library Board of Trustees.

**(13) County Attorney Report**

**(14) County Administrator Report**

**(15) Board Information**

- a.** Bedford County Planning Commission meeting minutes from February 20, 2018.
- b.** Bedford County Economic Development Authority meeting minutes from March 1, 2018.
- c.** Agricultural Economic Development Advisory Board meeting minutes from March 7, 2018.
- d.** Bedford Communications E-911 report for March 2018.
- e.** Department of Community Development Building Report for March 2018.

**(16) Board Calendar and Reminders**

- May 14<sup>th</sup> – Broadband Authority Meeting at 5:00, followed by a Joint Work Session with the Planning Commission

- May 29<sup>th</sup> – Budget Work Session 5:00 – 6:30 pm; Regular Meeting at 7:00 pm  
(Adoption of Budget) (*Tuesday*)

## **Adjourn**

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### **5:00 P.M. WORK SESSION**

**Board of Supervisors:** Bill Thomasson, Chairman, District 1; Tommy Scott, Vice-Chairman, District 5; Edgar Tuck, District 2; Charla Bansley, District 3; John Sharp, District 4; and Kevin Willis, District 7

**Absent:** Andy Dooley, District 6

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**County Staff:** County Administrator Carl Boggess, Assistant County Administrator Reid Wodicka, County Attorney Patrick Skelley, Human Resources Director Dawn Fields, Economic Development Director Traci Blido, Lieutenant Kevin Adams, Fiscal Management Director Susan Crawford, Assistant Fiscal Management Director Sherri Goodwin, and Executive Assistant Brigitte Lockett

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

Dr. Wodicka stated that he would cover questions regarding the budget that have been received from the Board since the last meeting; however, the Board will not be asked to vote on the budget until a meeting in May.

Three requested adjustments by Board members were discussed, beginning with whether the County would absorb the total cost of the Health Insurance Increase or split the cost with the employees. Dr. Wodicka stated that if the health insurance increase is absorbed by the County (\$26,000), the funding to the Lynchburg Regional Business Alliance is reduced by \$50,000, and D-Day is given \$23,750 from the transient occupancy tax (TOT), the unallocated balance would be \$289,487. Dr. Wodicka then requested guidance from the Board on how to move forward on these items, and advised against keeping more than \$500,000 in the Contingency fund.

Supervisor Sharp commented that if the Contingency Fund eventually reached \$1 million, perhaps there could be a tax cut. Dr. Wodicka cautioned that we did not want to get in the habit of using the Contingency Fund for reoccurring costs. Supervisor Sharp said he wasn't suggesting that, but the fund could be used this way to prepare for a tax cut in the future. Dr. Wodicka responded that we are a long way from that, but he understood the point Supervisor Sharp was making.

In response to a question from Supervisor Bansley, Fiscal Management Director Susan Crawford stated that we currently have \$23,750 budgeted for the D-Day Memorial from the TOT. The Memorial has requested an additional \$10,000, which can be allocated from TOT at the Board's discretion.

County Administrator Carl Boggess noted he would be asking the Board later in the regular meeting to add a special meeting on May 14 to adopt the budget.

The discussion then moved on to whether the funding for the LRBA should be reduced. Supervisors Sharp, Scott, and Bansley were opposed to cutting the funding, as they felt that this is a less expensive route than having people on staff to provide the services we receive from LRBA. They also felt we did not want to isolate ourselves by dropping out of a regional economic development organization, as economic development is one of the best ways to increase revenue, and that it is a better way to raise revenue than raising taxes. Supervisors Tuck, Willis, and Thomasson favored cutting the funding from \$1.20 per capita to .75¢, as they felt we were not seeing results that directly benefitted Bedford. In response to a question from Chairman Thomasson, Economic Director Traci Blido stated that the County has actually seen a net growth in jobs.

After discussing these issues, the Board did not reach a consensus (split 3-3) on how to move forward with regarding whether to reduce the funding to LRBA, whether to approve an additional \$10,000 from TOT for D-Day; and a decision regarding whether to absorb the health insurance increase or share it with the employees. Human Resources Director Dawn Fields asked for a decision from the Board regarding the health insurance increase due to the open enrollment period starting before the Board could vote on the issue again at the next meeting. Mrs. Fields said she had to get paperwork out to employees in the next two weeks that would show the costs of the insurance. Supervisor Willis and Chairman Thomasson stated that, as it stands right now, the County is electing to share the increase with the employees.

Dr. Wodicka noted that the available funds could also be used to pay for projects in the CIP or other items that were eliminated from the proposed budget. Supervisor Sharp requested that, since the funding is available, staff look at the expense of adding four of the EMS positions that were not included in this budget. In response to a question from Chairman Thomasson, Mr. Boggess stated that Supervisor Sharp was referring to adding positions in addition to the positions already contained in the proposed budget; this would make a total of six added EMS positions. Dr. Wodicka clarified that we needed to proceed with caution to be sure that we don't grow the system too quickly, but ultimately this would be the Board's decision. After a short discussion between the Supervisors, staff was asked to bring the cost of adding the additional positions and the statistics regarding how many calls are run at the stations that are requesting this additional staffing. Mr. Boggess recommended putting a specific amount of funds in Contingency, to be held in reserve for potential positions until we have more information regarding potential position reorganizations in EMS. The Board gave it's consensus to follow Mr. Boggess' suggestion.

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**Supervisor Sharp 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; specifically the former Body Camp Elementary School.

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**Supervisor Sharp made a motion to go back into regular session.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**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>
Bill Thomasson, Chairman	Yes
Tommy Scott, Vice-Chairman	Yes
Edgar Tuck	Yes
Charla Bansley	Yes
John Sharp	Yes
Andy Dooley	absent
Kevin Willis	Yes

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There being no further discussion, the Board ended the work session at 6:57 pm.

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**Board of Supervisors:** Bill Thomasson, Chairman, District 1; Tommy Scott, Vice-Chairman, District 5; Edgar Tuck, District 2; Charla Bansley, District 3; John Sharp, District 4; and Kevin Willis, District 7

**Absent:** Andy Dooley, District 6

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**Staff:** County Administrator Carl Boggess, Assistant County Administrator Reid Wodicka, County Attorney Patrick Skelley, Parks and Recreation Director Wyatt Woody, Planner Jordan Mitchell, and Executive Assistant Brigitte Luckett

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

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**(4) Approval of Agenda**

**Supervisors Tuck and Thomasson made a motion to approve the agenda.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**(5) Citizen Comments**

- James Beck, owner of A Goode View Alpaca Farm at 1473 Heathwood Drive, Goode, addressed the Board with his concerns regarding the poor internet accessibility in Bedford County. He asked that the Broadband Authority would hold providers accountable and motivate them to get broadband accessibility to everyone.

Chairman Thomasson asked the County Administrator to keep in touch with Mr. Beck on the developments in broadband.

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**(6) Consent Agenda**

County Administrator Carl Boggess reviewed the items on the consent agenda as follows:

- a. Consideration of a request from the Sheriff's Office for authorization to submit an application for the Bulletproof Vest Grant in the amount of \$11,730.00 (50% local match is included in the FY2018-2019 Sheriff's budget). (*Resolution #R 042318-01*)
- b. Consideration of a request from the Department of Social Services Victim/Witness Program for authorization to submit an application for the Victim Witness Grant for FY218-2021 in the amount of \$153,133.00 (no local match required). (*Resolution #R 042318-02*)
- c. Consideration of a request from VDOT to add Willow Oak Drive (Route #1368) to the Secondary System of State Highways. (*Resolution #R 042318-07*)

**Supervisor Tuck made a motion to approve the consent agenda as presented.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**(7) Approval of Minutes**

**Supervisors Willis and Tuck made a motion to approve the minutes of March 19, 2018 as presented.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**Supervisors Tuck and Willis made a motion to approve the minutes of March 26, 2018 as presented.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**Supervisor Thomasson made a motion to approve the minutes of April 9, 2018 as presented.**

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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**(8) Public Hearings & Presentations**

**(8a)** The Board presented the following Proclamation in recognition of May 2018 as Older Americans Month to Parks and Recreation Director Wyatt Woody:

**WHEREAS**, the month of May in the year 2018 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 3rd and 4th, 2018 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 2018 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.

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**(8b)** County Attorney Patrick Skelley addressed the Board with request for approval of an Ordinance vacating "Laura's Home Place" in the Gilfield Village Subdivision. Mr. Skelley stated that a road can be renamed if 60% of the residents are in favor of the change. He noted that he had received letters from Mr. Phelps and Mr. Cobbs, which will be included in the meeting record. Chairman Thomasson then invited the petitioner to speak regarding their request.

Cindy Chamberland, the petitioner, addressed the Board with the history that led to this request, noting that her house is the only home on the street. She stated that she had a former difficult employer with the name "Laura", which is why she wanted to rename the road. She said that she felt God had led her to the area, which is why she had chosen "Promise Way" as the new name.

The citizen comment portion of the public hearing was opened.

- Kevin Plourde, 1455 Gilfield Drive, Forest, spoke in support of this request, stating that the petitioner is his sister and that she had left a lot of the heartache out of her explanation to the Board. He noted that the petitioner is the only house on the road and the change would not affect any other homeowner.
- The following citizens spoke in opposition to the petition: Rick Edwards, 1057 Val Ter Court, Forest; Bob Leveque, 1031 Garden Circle, Forest; William Cobbs, 3316Dorchester Court, Lynchburg; Davis Bell, 1115 Otelia Court, Forest; and Pam Bell, 1115 Otelia Court, Forest. Reasons given for opposing this name change included the desire to retain the historical heritage of the subdivision; the street names honor the builder's family history; the change will necessitate updates to GPS and other mapping systems; the petitioner knew the name of the street before she bought the property; and changing the name to suit one person's religion would open the County up to others wanting to do the same.

Mr. Cobbs, the developer of the subdivision, also thanked the Board for the work they do, noting he had served on the City Council in Lynchburg for four years. He gave detailed reasons for why each of the roads were given their names, and stated that while he respects the petitioner and her request, would ask that the Board deny this name change.

Mr. Laveque also clarified that while there is a street in the subdivision that is named after him, it is not the street where his home is located.

- In addition to the above comments, the Planning Department received written correspondence from George Phelps, Trustee of the Altha Grove Baptist Church, and Linda and Rick Edwards (Mr. Edwards also spoke this evening) in favor of keeping the street name as it is.

There being no one else desiring to speak, this portion of the public hearing was closed.

**Vice-Chairman Scott made a motion to deny Ordinance #O 042318-03.**

Supervisor Sharp said he understands why the petitioner requested the name change, but he also understands why the other residents want the name to remain the same.

**AN ORDINANCE** to vacate that certain road by the name of Lauras Home Place as shown on that certain plat of survey entitled “Plat Showing Gilfield Village Subdivision, Section Two”, of record in the Clerk’s Office for the Circuit Court of Bedford County, Virginia in Plat Book 43, at Page 89, pursuant to Section 15.2-2272 of the Code of Virginia of 1950, as amended.

**WHEREAS**, the aforesaid subdivision creates a road noted on the aforesaid plat as Lauras Home Place; and

**WHEREAS**, lot owners on Lauras Home Place desire to change the name of the road from Lauras Home Place to Promise Way; and

**WHEREAS**, the lot owners are not requesting any additional modifications to the aforesaid plat.

**BE IT ORDAINED**, by the Board of Supervisors for the County of Bedford, Virginia that pursuant to the Petition of Peter Chamberland, Cynthia Chamberland, Thomas E. Dinardo, Lisa A. Dinardo and Kevin J. Plourde, after giving required notice pursuant to Section 15.2-2204 of the Code of Virginia of 1950, as amended, that the road Lauras Home Place in Gilfield Village Subdivision, Section Two be and it is hereby vacated and that the new name of the aforesaid road is Promise Way.

**Voting yes:** Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis

**Voting no:** None

**Absent:** Mr. Dooley

**Motion passed.**

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(8c) Planner Jordan Mitchell addressed the Board with a request for approval of an Ordinance amending select provisions of the Bedford County Zoning Ordinance regarding Manufactured Homes. Mr. Mitchell gave a brief history of the process that led to this request coming before the Board, noting this is more of a housekeeping issue. As it was written, enforcement was also very difficult and the process was burdensome.

The citizen comment portion of the public hearing was opened; there being no one desiring to speak, this portion of the public hearing was closed.

**Supervisor Tuck made a motion to approve Ordinance #O 042318-04.**

**BE IT HEREBY ORDAINED** by the Board of Supervisors of Bedford County, Virginia, that after having conducted a duly advertised public hearing and upon receiving the recommendation forwarded by the Bedford County Planning Commission, that the regulations of the Bedford County Zoning Ordinance be amended and readopted as follows:

**PART I.**

That Article IV. Use And Design Standards, shall be amended as follows:

*Sec. 30-82-5. Manufactured home.*

(a) *Intent.* Manufactured homes provide a viable and affordable housing option for a segment of the county's population. This housing option is provided in areas predominately of agricultural and forest use with minimal requirements, consistent with the state code. This option is also provided under certain design criteria in more residentially developed areas where they will not conflict with developments planned for site-built dwellings.

(b) *General standards on individual lots outside manufactured home parks:*

~~(1) No manufactured homes constructed before July 1, 1976, shall be erected, installed, occupied or sold in Bedford County, except under the following conditions:-~~

~~(1) a. The manufactured home existed in the county prior to the effective date of this ordinance and shall be allowed to be relocated and/or remain in a mobile home park; and~~

(1) ~~b.~~ A manufactured home located outside of a mobile home park shall be allowed to remain subject to the provisions for nonconforming uses contained in article I of this ordinance.

(2) The manufactured home shall be mounted on and anchored to a permanent foundation, and skirted in accordance with the provisions of the Virginia Uniform Statewide Building Code.

**PART II.**

That Article IV. Use And Design Standards, shall be amended as follows:

*Sec. 30-82-6. Manufactured homes, accessory.*

(a) *Intent.* These regulations are adopted in recognition that certain families would benefit from living arrangements in the Agricultural districts (AP, AR, AV) that allow family members to reside in close proximity to each other but in separate dwelling units on the same lot. ~~Also recognized in these provisions is the need for affordable housing alternatives for farm employees on bona fide farm operations.~~

(b) *General standards:*

(1) The accessory manufactured home shall be located on the same lot as a principal dwelling. The principal structure may be a manufactured home meeting the requirements of this ordinance.

- (2) ~~The accessory manufactured home shall only be occupied by a farm employee and his/her family in accordance with the provisions for farm employee housing contained in this article.:~~
- (2) The accessory manufactured home and the principal dwelling shall be located on the same lot of record. For each proposed accessory manufactured home, the lot of record must contain adequate acreage to meet the minimum lot size for the principal structure and each accessory manufactured home within the district in which it is located. For example, one principal structure in the Agricultural Preservation District must have a minimum lot size of 1.5 acres, and each accessory manufactured shall also have 1.5 acres.
- (3) The accessory manufactured home must be located behind the building line of the principal dwelling and shall meet the minimum side and rear yard setback requirements for principal structures in the district in which it is located.
- (4) The accessory manufactured home shall be anchored, stabilized, and skirted in accordance with the provisions of the Virginia Uniform Statewide Building Code.
- (5) The accessory manufactured home shall have its own septic system unless the existing septic system has adequate capacity, whereupon proof from the Virginia Department of Health shall be presented when applying for the accessory manufactured home.

### **PART III.**

That Article IV. Use And Design Standards, shall be amended as follows:

*Sec. 30-81-3. Farm employee housing.*

(a) *General standards:*

- (1) ~~An accessory manufactured home (singlewide or doublewide), shall be permitted as an accessory use to an agricultural use exclusively for a farm employee, and his/her family in accordance with the requirements contained in section 30-82-6.~~
- (2) No more than one (1) farm employee dwelling for every twenty-five (25) acres of land, or portion thereof, in the agricultural use shall be permitted.
- (3) Multifamily housing may be constructed for orchards and other agricultural uses which rely on temporary seasonal employees. Such housing shall only be used for accommodating temporary seasonal employees during periods of their employment as a farm employee of the orchard or other agricultural use.
- (4) All farm employee housing shall comply with the setback requirements for a principal structure of the applicable zoning district.

### **PART IV.**

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.

This ordinance shall become effective immediately upon its adoption.

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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(8d) Planner Jordan Mitchell addressed the Board with a request for approval of an Ordinance amending select provisions of the Bedford County Zoning Ordinance regarding Hotels, Motels, and Motor Lodges. Mr. Mitchell stated the amendment is intended to address a potential loophole where someone could exploit the non-transient portion of the uses definition to increase densities in multi-family dwellings. Also, there are building code conflicts with how the code is currently written. Mr. Mitchell stated they are still working on the extended stay definition, which will be brought back to the Board at a later time.

Mr. Mitchell then answered brief clarifying questions from the Board.

The citizen comment portion of the public hearing was opened; there being no one desiring to speak, this portion of the public hearing was closed.

**Supervisor Willis made a motion to approve Ordinance #O 042318-05.**

**BE IT HEREBY ORDAINED** by the Board of Supervisors of Bedford County, Virginia, that after having conducted a duly advertised public hearing and upon receiving the recommendation forwarded by the Bedford County Planning Commission, that the regulations of the Bedford County Zoning Ordinance be amended and readopted as follows:

**PART I.**

That Article II. Definitions, shall be amended to include the following definition:

*Hotel/motel/motor lodge:* A building or group of attached or detached buildings containing ~~dwelling or~~ lodging units, ~~in which fifty (50) percent or more of the units are intended primarily for monetary compensation by rental or lease to transients by~~ for the day, week, or month. Such uses shall include a lobby, clerk's desk or counter and facilities for registration and keeping of records relating to guests. In addition, such uses should contain or provide one (1) or more of the following: Ice/vending/snack machines, gift or other personal service-type shops, fitness/workout rooms, outdoor recreation amenities, meeting/conference rooms, maid/cleaning services, restaurant, and laundry facilities.

**PART II.**

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. This ordinance shall become effective immediately upon its adoption.

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Scott, and Mr. Willis**

**Voting no: Mr. Sharp**

**Absent: Mr. Dooley**

**Motion passed.**

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**(9) Action & Discussion Items - none**

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**(10) Board Committee Reports**

County Administrator Carl Boggess noted that the Personnel Committee recently met and had approved the five recommended positions in the proposed budget.

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**(11) Board Member Comments**

Supervisor Sharp asked if there is anything staff can do to expedite the approval the master plan (currently being held up by the original master plan holder) for the development proposed in his district. He noted that there are high fees the developer is paying every month while waiting for this approval, and that this has been dragging on for quite some time. County Administrator Carl Boggess said we are doing everything we can legally, and felt there should be a joint hearing with the Planning Commission to move this issue along. Mr. Boggess said he will work with Attorney Skelley regarding this matter. He said he has also had the Community Development Director send a letter to the original developer to elicit a response, but we have not heard back.

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**(12) Board Appointments**

Supervisor Sharp made a motion to re-appoint Matt Baumgardner, Don Gardner, and Chuck Grove to the Agricultural Economic Development Advisory Board for a term ending on December 31, 2021.

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis**

**Voting no: None**

**Absent: Mr. Dooley**

**Motion passed.**

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The Board was reminded that two appointees are needed for vacant seats on the Board of Library Trustees.

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**(13) County Attorney Report – nothing to report**

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**(14) County Administrator Report**

Supervisor Sharp made a motion to authorize a special meeting on May 14<sup>th</sup> to approve the budget.

**Voting yes:** Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis

**Voting no:** None

**Absent:** Mr. Dooley

**Motion passed.**

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**(15) Board Information**

**(15a)** The Board was given a copy of the Bedford County Planning Commission meeting minutes from February 20, 2018 for review.

**(15b)** The Board was given a copy of the Bedford County Economic Development Authority meeting minutes from March 1, 2018 for review.

**(15c)** The Board was given a copy of the Agricultural Economic Development Advisory Board meeting minutes from March 7, 2018 review.

**(15d)** The Board was given a copy of the Bedford Communications E-911 report for March 2018 for review.

**(15e)** The Board was given a copy of the Department of Community Development Building Report for March 2018 for review.

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**(16) Board Calendar & Reminders**

Mr. Boggess noted the following upcoming meetings on the Board's calendar: May 14<sup>th</sup> – Broadband Authority Meeting at 5:00, followed by a Joint Work Session with the Planning Commission; May 29<sup>th</sup> – VDOT Work Session 5:00 – 6:30 pm; Regular Meeting at 7:00 pm (*Tuesday*)

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**(17) Adjourn**

**Vice-Chairman Scott made a motion to adjourn the meeting at 8:06 pm.**

**Voting yes:** Mr. Thomasson, Mr. Tuck, Mrs. Bansley, Mr. Sharp, Mr. Scott,  
and Mr. Willis

**Voting no:** None

**Absent:** Mr. Dooley

**Motion passed.**