



MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

DECEMBER 12, 2018

5:00 P.M. WORK SESSION

- a. Reassessment Update from Wingate

Break for Dinner

6:30 P.M. BROADBAND AUTHORITY MEETING

- a. Public Hearing – Discussion between the Authority and members of the public regarding the proposed Agreement to enter into a public-private partnership with Blue Ridge Tower, Inc. (BRT), to provide fixed wireless broadband services in Bedford County. *(No action will be taken on this item until the January 14th meeting.)*

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 VDOT to add Mariners Landing Section 5 (specifically, Diddee Court, State Route Number 1602 and portions of Marie Drive, State Route Number 1601) to the Secondary System of State Highways. *(Resolution #R 121018-01)*

- b. Consideration of a request from the Department of Public Works for authorization to advertise an Invitation for Bids for heavy equipment and related services, and stone purchases. (*Resolution #R 121018-02*)
- c. Consideration of a request from the Parks and Recreation Department for authorization to purchase a washing machine for the Animal Shelter. (*Resolution #R 121018-09*)

(7) Approval of Minutes – November 8 and November 19, 2018

(8) Public Hearings & Presentations – *All three public hearings have been moved to January 14th, 2019*

~~a. Public Hearing – Consideration of an ordinance amending select provisions of the Bedford County Zoning Ordinance; specifically, “Temporary Portable Storage Containers” (*Ordinance #O 121018-05*)~~

- *Staff Presentation by Planner Mark Jordan*

~~b. Public Hearing – Consideration of ordinances amending select provisions of the Bedford County Zoning Ordinance and Subdivision Ordinance; specifically, “Historic Overlay District Permitted Uses”, “Landscaping Bond/Planting Type” (*Ordinance #O 121018-06*), and “Immediate Family Definition” (*Ordinance #O 121018-07*)~~

- *Staff Presentation by Planner Jordan Mitchell*

~~c. Public Hearing – Consideration of an ordinance amending select provisions of the Bedford County Zoning Ordinance; specifically, “Food Truck” (*Ordinance #O 121018-08*)~~

- *Staff Presentation by Community Development Director Gregg Zody*

(9) Action & Discussion Items

a. Consideration of a resolution from the Department of Public Works authorizing the execution of a contract for Renovations to the County Administration Building (Phase 3) (*Resolution #R 121018-03*)

- *Staff Presentation by Public Works Director Sheldon Cash*

b. Consideration of a resolution from the Department of Public Works authorizing the execution of a contract for replacement roof-top HVAC units and related controls for the Burks-Scott building. (*Resolution #R121018-04*)

- *Staff Presentation Public Works Director Sheldon Cash*

c. ***Continued from the November 26, 2018 meeting*** – Discussion and possible action on an ordinance to add Thomas Jefferson Crossings (tax map numbers 117-13-1 through 117-13-25 and 117-10-1 through 117-10-7), Wellington Court at

Thomas Jefferson Crossing (tax map numbers 117-14-1 through 117-14-22) and Spring Creek (tax map numbers 117-23-1 through 117-23-18), as areas under Section 4-48 of the Bedford County Code where dogs shall not run at large. (*Ordinance #O 112618-04*)

- *Staff Presentation by County Attorney Patrick Skelley*

(10) Board Committee Reports - none

(11) Board Member Comments

(12) Board Appointments

- a. Appointments for the Bedford Regional Water Authority, the Agricultural Economic Development Advisory Board, the Building Code Appeals Board, and the Economic Development Authority are needed.

(13) County Attorney Report

- a. **Closed Session** pursuant to Section 2.2-3711 (A) (1) as to the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; specifically related to the position of the County Administrator.

(14) County Administrator Report

(15) Board Information

- a. Bedford Regional Water Authority Board of Directors meeting minutes for October 16, 2018

(16) Board Calendar and Reminders

- January 14th - Regular Meeting at 7:00 pm (Work Session – 5:00 to 6:30 pm)
- January 28th - Regular Meeting at 7:00 pm (Work Session – 5:00 to 6:30 pm)

Adjourn

5:00 P.M. WORK SESSION

Board: Bill Thomasson, Chairman, District 1; Tommy Scott, Vice-Chairman, District 5; Edgar Tuck, District 2; Charla Bansley, District 3; John Sharp, District 4; Andy Dooley, District 6, and Kevin Willis, District 7

County Staff: County Administrator Carl Boggess, County Attorney Patrick Skelley, Public Works Director Sheldon Cash, Commissioner's Chief Deputy Traci Patterson, and Executive Assistant Brigitte Lockett

Chairman Thomasson called the work session to order and turned the meeting over to County Administrator Carl Boggess. Mr. Boggess introduced Don Thomas from Wingate Appraisal, who addressed the Board with an update on the 2018 real estate reassessment.

Mr. Thomas thanked the Board for once again choosing Wingate for the reassessment process. He gave a status update, briefly touching on the process his team follows to assess each property. He noted there are over 50,000 parcels they have to look at, and they have approximately 1,000 parcels left to visit. Mr. Thomas said shortly after the first of the year they will be mailing out the assessment notices, which will also include two previous assessment figures and contact information if the property owner needs to discuss their assessment. He said they will have staff available for assessment hearings, should there be issues with the assessments. Mr. Thomas noted that they do not have an adversarial position with the property owners, and are open to receiving new property information that may affect the assessment. He said their job is to be sure the assessment is as accurate as possible and reflects actual market value. He urged the Board to route any calls they receive regarding concerns on the assessments to his staff.

Mr. Thomas said he has been working with the Community Development Department to ensure they have improved, more accurate building permits on file, as this will also assist in accessing the values. He said he is also working with the GIS Department to development a web application so citizens can see sale data, comparable assessments, et cetera, and allow them to make their own comparisons and help them understand what Wingate is using as benchmarks for value.

Mr. Thomas then distributed several charts to the Board illustrating the median assessment-to-sale ratios for the last eight years, the tax levy for public service corporation owned property for the past three years, and taxation assessment-to-sale ratios for the last three years in Bedford County. He noted that, based on this information, assessment rates are dropping in comparison to the market value (actual sales). Mr. Thomas then reviewed the appeal process with the Board, and stated they will probably need the 90-day extension to complete the work. Throughout his presentation, Mr. Thomas answered clarifying questions from the Board, noting that the Board of Equalization can be sworn in at any time. Mrs. Patterson commented that Wingate's services also extend to helping out the Commissioner of the Revenue's staff in a variety of situations.

Supervisor Willis made a motion for the Board to enter into closed session pursuant to Section 2.2-3711 (A) (1) as to the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; specifically related to the recruitment of the County Administrator.

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

Voting no: None

Motion Passed.

Supervisor Tuck made a motion to go back into regular session.

**Voting yes: Mr. Thomasson, Mr. Tuck, Mrs. Bansley, 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>
Bill Thomasson, Chairman	Yes
Tommy Scott, Vice-Chairman	Yes
Edgar Tuck	Yes
Charla Bansley	Yes
John Sharp	Yes
Andy Dooley	Yes
Kevin Willis	Yes

(The Board had their meal prior to coming back into open session.)

6:30 P.M. BROADBAND AUTHORITY MEETING

Broadband Authority: Bill Thomasson, Chairman, District 1; Tommy Scott, Vice-Chairman, District 5; Edgar Tuck, District 2; Charla Bansley, District 3; John Sharp, District 4; Andy Dooley, District 6, and Kevin Willis, District 7

County Staff: County Administrator Carl Boggess, County Attorney Patrick Skelley, Chief IT Officer Jeff Marecic, LAN Administrator Gary Underwood, and Executive Assistant Brigitte Luckett

Chairman Thomasson call the Broadband Authority to order, and then turned the meeting over to County Administrator Carl Boggess.

Mr. Boggess said they are here because they are following the PPEA process, and then asked Attorney Mike Lockerby, counsel for this project, to address the Board.

Attorney Lockerby briefly reviewed the process that led to this request coming to the Authority this evening, which included a study being done to determine the un-served and under-served areas of the County with regard to broadband, and the development of a general plan to provide coverage through nine new and two existing sites (fixed wireless technology). The advertisement was placed under the Public-Private Education Facilities and Infrastructure Act (PPEA) to solicit proposals; the bid received from Blue Ridge Tower was more than 50% engineered, so there was no need to go back out for proposals on the “more detailed” phase of the project. Attorney Lockerby noted that the details of the project are now being negotiated, but it is time to hold the public hearing on the proposed agreement to enter into a public-private partnership with Blue Ridge Tower. He briefly reviewed the next steps that will be taken, noting that Blue Ridge tower will maintain the towers and the County will charge them rent. This arrangement will not make back the County’s entire investment, but it will create a revenue stream. He said the cost will be approximately \$2.9 million, and they expect it to be operational by the summer of 2020 with 80-90% of the County’s landmass covered.

Supervisor Dooley expressed his disappointment that this would not be operational until 2020; Mr. Boggess noted the complicated processes that must be followed in order to bring this project to fruition, and stated that we are going as fast as we can. Vice-Chairman Scott also expressed his disappointment in the timeline. Attorney Lockerby noted this is one of the most ambitious and fast-moving projects he has worked on. Vice-Chairman Scott reiterated his disappointment in the timeline.

Chairman Thomasson opened up the citizen comment portion of the public hearing.

- Bill Guzek, 1232 Lake Meadow Lane, Forest, noted that he has been on the Broadband Advisory Committee since its inception, and is also the president of the Center for Advanced Engineering and Research. Mr. Guzek congratulated the Authority for moving forward with this project in a comprehensive manner. He briefly spoke to the years of effort that have been expended in bringing broadband to Bedford. Mr. Guzek asked the Authority if there is anything

they can do to expedite the schedule, noting that only 90 days in the timeline are for tower construction – the rest of the timeline is for permits, approvals, etc. He commented that this is the only way to get coverage in Bedford, as other providers are not willing to put in the infrastructure. He stated that constructing these towers in underserved areas will encourage other carriers to come into Bedford as well, as the infrastructure will now be in place. Mr. Guzek also spoke to the benefit this will provide for EMS services.

- Frank Brudke, 212 Needlewood Drive, Huddleston, stated that he owns a company in Bedford that installs satellite internet and cell phone coverage, and backup satellite internet and cell phone coverage. Mr. Brudke noted that satellite services have improved greatly in the past few year, and he anticipates even more improvements in the near future. He said it's a good service for internet streaming, etc.
- Alan Boaz, 1389 Budd Lane, Montvale, stated that he is the Chairman of the Broadband Advisory Committee. Mr. Boaz disagreed that satellite was as good as broadband; he said he has had satellite – he said his did not work when it snowed, etc., and isn't as reliable as broadband. He said there will always be a place for satellite, but it has been his experience that broadband is necessary for businesses to operate in Bedford. He asked that the Authority put aside any concerns about the timeline, and move forward with this project to get this done. He said Bedford County is on the edge of this technological breakthrough, and it will be necessary to draw businesses and new residents to Bedford.

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

Chief IT Officer Jeff Marecic addressed the Board regarding the application he is working on for the Virginia Town Communications Initiative grant. He said he is going to submit the application on December 14th, noting the application requests funding for the balance of the project costs not covered by the funds allotted by the Authority. Mr. Marecic said they will also be working on a second grant application for the Tobacco Commission.

Mr. Boggess noted that Blue Ridge Tower agreement will be on the Authority's agenda on January 14 for a vote. Supervisor Sharp said it seems like there's a whole lot red tape, and asked staff to look into what can be done to expedite the process.

Supervisor Sharp made a motion to adjourn the Broadband Authority meeting at 7:07 pm.

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

Voting no: None

Motion Passed.

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; Andy Dooley, District 6, and Kevin Willis, District 7

Staff: County Administrator Carl Boggess, County Attorney Patrick Skelley, Parks & Recreation Director Wyatt Woody, Public Works Director Sheldon Cash, and Executive Assistant Brigitte Luckett

- (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

County Administrator Carl Boggess noted that a revised agenda was sent out a few days ago due to a change in the meeting date; the three public hearings for Community Development have been moved to the January 14 meeting.

Supervisor Tuck made a motion to approve the agenda.

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

Voting no: None

Motion passed.

(5) Citizen Comments

- Mr. Kurt Michael addressed the Board regarding his inability to obtain the blueprints of his home from the Community Development Department. He said he has been told by the department that there was a computer system failure that lost all of the County's blueprints from a three-year period; he was also told there was no backup system for the files. He asked that someone look into this issue to determine whether there are really no backup files from which he could obtain his blueprints.

The Board asked County Administrator Carl Boggess to look into this issue.

(6) Consent Agenda

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

- a. Consideration of a request from VDOT to add Mariners Landing Section 5 (specifically, Diddee Court, State Route Number 1602 and portions of Marie Drive, State Route Number 1601) to the Secondary System of State Highways. (*Resolution #R 121018-01*)

- b. Consideration of a request from the Department of Public Works for authorization to advertise an Invitation for Bids for heavy equipment and related services, and stone purchases. *(Resolution #R 121018-02)*
- c. Consideration of a request from the Parks and Recreation Department for authorization to purchase a washing machine for the Animal Shelter. *(Resolution #R 121018-09)*

Vice-Chairman Scott made a motion to approve the consent agenda.

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

Voting no: None

Motion passed.

(7) Approval of Minutes

Supervisor Sharp made a motion to approve the minutes of November 8 and November 19, 2018 as presented.

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

Voting no: None

Motion passed.

(8) Public Hearings & Presentations

- *All three public hearings scheduled for this evening have been moved to the January 14, 2018 meeting.*

(9) Action & Discussion Items

(9a) Public Works Director Sheldon Cash addressed the Board with a resolution from the Department of Public Works authorizing the execution of a contract for renovations to the County Administration Building (Phase 3). Mr. Cash briefly reviewed the history behind this request (as outlined in his memo that was included in the Board's agenda packet), and then answered minor clarifying questions from the Board.

Supervisor Willis made a motion to approve Resolution #R 121018-03.

WHEREAS, the area beneath the Treasurer's Office and the Information Technology areas of the County Administration Building are in need of structural repairs and renovations; and

WHEREAS, the Board established CIP funding for this project within the FY 2018-2019 budget; and

WHEREAS, Owen Building & Remodeling Inc. of Bedford, VA submitted a bid of \$93,579; and

WHEREAS, project contingency, and Information Technology cabling/upgrades, will be an additional construction expense, bringing the total estimated project cost to \$113,579; and

WHEREAS, funds are available within the County Buildings CIP; and

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board authorizes the County Administrator to execute a contract with Owen Building & Remodeling, Inc. to facilitate the renovations of the Phase 3 area of the County Administration Building.

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

Voting no: None

Motion passed.

(9b) Public Works Director Sheldon Cash addressed the Board with a resolution from the Department of Public Works authorizing the execution of a contract for replacement roof-top HVAC units and related controls for the Burks-Scott building. Mr. Cash reviewed the process that led to this request coming to the Board this evening, noting the costs include a \$10,000 contingency.

Supervisor Dooley made a motion to approve Resolution #R 121018-04.

WHEREAS, the two roof-top HVAC units that service the County's Burks-Scott building are at end of life; and

WHEREAS, the Board established CIP funding for HVAC replacements and upgrades for the Burks-Scott building within the FY 2018-2019 budget; and

WHEREAS, the County's HVAC vendor, Trane U.S. Inc has submitted a cooperatively procured price of \$95,618 to perform this work; and

WHEREAS, project contingency will be an additional construction expense, bringing the total estimated project cost to \$105,618; and

WHEREAS, funds are available within the County Buildings CIP; and

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board authorizes the County Administrator to execute a contract with Trane U.S. Inc. to facilitate the replacement of two HVAC units and related controls at the County's Burks-Scott building.

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

Voting no: None

Motion passed.

(9c) Attorney Patrick Skelley addressed the Board for discussion and possible action on an ordinance to add Thomas Jefferson Crossings (tax map numbers 117-13-1 through 117-13-25 and 117-10-1 through

117-10-7), Wellington Court at Thomas Jefferson Crossing (tax map numbers 117-14-1 through 117-14-22) and Spring Creek (tax map numbers 117-23-1 through 117-23-18), as areas under Section 4-48 of the Bedford County Code where dogs shall not run at large (*continued from November 26, 2018*). Attorney Skelley stated staff did verify that the signatures now amount to 69.5% of the residents in the affected area; he confirmed that it is up to Board whether they wish to round up to 70% and pass the Ordinance. Attorney Skelley noted that he did not receive any contact from the public regarding the signatures until after the public hearing was closed. There followed a brief discussion between members of the Board regarding this request.

Supervisor Sharp made a motion to approve Ordinance #O 112618-04.

WHEREAS, a request has been received from certain homeowners of Thomas Jefferson Crossings, Wellington at Thomas Jefferson Crossings and Spring Creek to have the subdivisions declared to be “No Dogs Running at Large” areas, and

WHEREAS, Thomas Jefferson Crossings, Wellington at Thomas Jefferson Crossings and Spring Creek have met the requirements of Section 4-48 of the Bedford County Code and the Board’s procedures for the establishment of areas where dogs may not run at large,

NOW, THEREFORE, BE IT ORDAINED, that the Bedford County Board of Supervisors does hereby approve the request for the addition of Thomas Jefferson Crossings (tax map numbers 117-13-1 through 117-13-25 and 117-10-1 through 117-10-7), Wellington at Thomas Jefferson Crossings (tax map numbers 117-14-1 through 117-14-22) and Spring Creek (tax map numbers 117-23-1 through 117-23-18), as areas under Section 4-48 of the Bedford County Code where dogs shall not run at large.

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

Voting no: Mr. Thomasson

Motion passed.

(10) Board Committee Reports – *there were no committee reports*

(11) Board Member Comments

Supervisor Dooley presented the following resolution from the Board of Supervisors to County Administrator Carl Boggess in recognition of his service and planned retirement on December 31, 2018:

WHEREAS, G. Carl Boggess began his employment with Bedford County on November 1st, 2001; and

WHEREAS, since that time Carl has served as County Attorney, Interim County Administrator, and County Administrator; and

WHEREAS, while serving as County Administrator, Carl has brought many projects beneficial to Bedford County to fruition, serving with distinction through his insight, leadership and commitment to the goals and visions of Bedford County; and

WHEREAS, Carl has decided to retire on December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors wishes to thank Mr. G. Carl Boggess for seventeen years of service to Bedford County, and wishes him a long, happy, and healthy retirement.

Mr. Boggess noted that he thinks we've been very successful in building infrastructure and in the work that's been done on broadband, but the two things he is proudest of is getting the salary study done and the work that's been done at the New London Technology Park (with the graded lots and the trails). He said that it was coincidence that the agenda cover depicts the road he grew up on; he said the opposite direction used to have a lot of accidents when he was a child due to being a blind curve entering the underpass. He and his mother decided to make a sign to warn people of oncoming traffic that read "Honk and Hope", which caught the attention of both the media and VDOT; shortly thereafter the road was widened for safety. Mr. Boggess said it was his first foray into public issues; since that time, he has worked with 22 different board members as the County Attorney and the County Administrator. He professed his faith in the public sector system, and complimented the Board on how they have worked so well together. He wished them the best, and thanked them for their service to the community.

Chairman Thomasson said they have come a long way, but they have accomplished a great deal. He thanked Carl for his service and wished him well in his retirement.

(12) Board Appointments

(12a) Vice-Chairman Scott made a motion to appoint Walter Siehien and to reappoint Thomas D. Seagroves to represent the County on the Bedford Regional Water Authority; their terms will begin January 1, 2019 and end December 31, 2022.

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

Voting no: None

Motion Passed.

Supervisor Tuck made a motion to reappoint Mickey Johnson to represent District 2 on the Economic Development Authority; the term will begin February 1, 2019 and end January 31, 2023.

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

Voting no: None

Motion Passed.

Supervisor Dooley made a motion to reappoint Jerry Hudson, Danny Morgan, and Vincent Tuck to the Building Code Appeals Board; the terms would begin on February 1, 2019 and end on January 31, 2024.

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

Voting no: None

Motion Passed.

The Board asked staff to contact the three Ag Board members who are up for reappointment to see if they wished to continue to serve in that capacity. Vice-Chairman Scott said he would have his appointee for the EDA ready in January.

(13) County Attorney Report

Attorney Skelley said he would be working to refine the “no dogs at large” ordinance for the purpose of clarity. He also asked that an appointment for Interim County Administrator be made, effective January 1, 2019.

Supervisor Sharp made a motion to appoint County Attorney Patrick Skelley as the Interim County Administrator, effective January 1, 2019, until a replacement is hired.

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

Voting no: None

Motion Passed.

(14) County Administrator Report

Mr. Boggess stated he is working on wrapping up the grant application for the Department of Housing and Community Development. He said the bids for Corporate Park Drive are due next Friday, and he will get that information to the Board after the bid opening. Mr. Boggess said we will not start construction on this project until we have letters of credit from all the participants.

(15) Board Information

(15a) The Board was given a copy of the Bedford Regional Water Authority Board of Directors meeting minutes for October 16, 2018 for review.

(16) Board Calendar & Reminders

Mr. Boggess noted the following upcoming meetings on the Board's calendar: January 14 – Regular Meeting at 7:00 pm (Work Session – 5:00 to 6:30 pm); January 28 – Regular Meeting at 7:00 pm; (Work Session – 5:00 to 6:30 pm)

(17) Adjourn

Vice-Chairman Scott made a motion to adjourn the meeting at 7:42 pm.

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

Voting no: None

Motion Passed.