



MINUTES

BEDFORD COUNTY BOARD OF SUPERVISORS

BEDFORD COUNTY ADMINISTRATION BUILDING

JANUARY 28, 2019

5:00 P.M. WORK SESSION

- a. Presentation by Brown Edwards on Comprehensive Annual Financial Report (CAFR)

Adjourn the Work Session

BROADBAND AUTHORITY MEETING

- a. Consideration of a request for approval of PPEA Comprehensive Agreement for Broadband Initiative. *(Resolution #BA 012819-01)*

- ~~b. Consideration of a resolution authorizing implementation of Phase II of Project Management for the Bedford County Broadband Initiative. *(Resolution #BA 012819-02)* deleted~~

- c. Consideration of a resolution adopting the Member Agreement to join the Virginia Association of Counties Group Self Insurance Risk Pool. *(Resolution #BA 012819-03)*

Adjourn the Broadband Authority Meeting

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 resolution authorizing the Sheriff's Office to accept a grant in the amount of \$1,450,000.00 from the Commonwealth of Virginia for the Southern Virginia Internet Crimes Against Children Task Force (no local match is required); and for a Supplemental Appropriation in the amount of \$1,450,000.00. *(Resolution #R 012819-02)*
- b. Consideration of a resolution authorizing the Sheriff's Office to accept a grant in the amount of \$604,210.00 from the Commonwealth of Virginia for the Southern Virginia Internet Crimes Against Children Task Force (no local match is required); and for a Supplemental Appropriation in the amount of \$604,210.00. *(Resolution #R 012819-03)*

(7) Approval of Minutes – *no sets of minutes are ready for approval*

(8) Public Hearings & Presentations

- a. Public Appearance – Megan Lucas, CEO of the Lynchburg Regional Business Alliance, will address the Board with the annual LRBA update.

(9) Action & Discussion Items

- a. Consideration of a resolution authorizing the purchase of a Medic Unit/Ambulance for the Department of Fire & Rescue. *(Resolution #R 012819-01)*
 - *Staff Presentation by Fire & Rescue Chief Jack Jones, Jr.*
- b. Consideration of a resolution re-adopting the Board of Supervisors' meeting schedule for 2019. *(Resolution #R 012819-04)*
 - *Staff Presentation by Patrick Skelley*

(10) Board Committee Reports

(11) Board Member Comments

(12) Board Appointments

- a. Five appointments are needed for the Board of Equalization *(information will be sent to the Board under separate cover)*.

(13) County Attorney Report

(14) County Administrator Report

- a. Update regarding upcoming 2020 census *(no documentation)*

(15) Board Information

- a. Bedford County Transportation Safety Commission meeting minutes from November 2018
- b. Bedford Public Library System Board of Trustees meeting minutes from December 4, 2018
- c. Bedford Communication E-911 Report for December 2018 and Totals for 2018

- d. Bedford Regional Water Authority Board of Directors meeting minutes from November 20 and December 18, 2018

(16) Board Calendar and Reminders

- February 11 - Regular Meeting at 7:00 pm (Possibly a Work Session – 5:00 to 6:30 pm)
- February 25 - Regular Meeting at 7:00 pm (Work Session with Parks & Recreation Committee at 5:00 pm at Falling Creek Center, followed by Annual Dinner with the Extension Office at 6:00 pm)

Adjourn

5:00 P.M. WORK SESSION

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

Absent: Bill Thomasson, District 1

Staff: Interim County Administrator/County Attorney Patrick Skelley, Public Works Director Sheldon Cash, Fire & Rescue Chief Jack Jones, Jr., Deputy Chief Janet Blankenship, Economic Development Director Traci Blido, IT Operations Manager Gary Underwood, and Executive Assistant Brigitte Luckett

Chairman Scott called the work session to order and turned the meeting over to Fiscal Management Director Susan Crawford. Ms. Crawford introduced Norman Yoder, Partner with Brown Edwards.

Mr. Yoder then addressed the Board with the Comprehensive Annual Financial Report (CAFR) for Bedford County. He thanked Ms. Crawford and her team for their assistance getting everything together for this audit.

Mr. Yoder highlighted several items in the CAFR, first noting the Certificate of Excellence included in the front of the CAFR. He commented on the Independent Auditor's Report, stating it gave a "clean opinion", which is the highest level of assurance Brown Edwards can give. Mr. Yoder also touched on the "Management's Discussion and Analysis" page, which breaks down financial highlights, compares this year to last year, etc. He briefly explained the "Statement of Net Position", which is a long-term bird's-eye view of the County.

Mr. Yoder then reviewed the new accounting standards with the Board (with regard to VRS, group life insurance, and health insurance). He stated that the fund balance is still well over the 10% target; additionally, his team discovered no material weaknesses or significant deficiencies. He stated that they do suggest having a written disaster recovery plan for I.T., and encouraged preparedness for cyber-attacks, as this is becoming a significant issue for local governments. Mr. Yoder also commended Ms. Crawford's team as there were no audit adjustments this year in spite of the fact that they are extremely short-staffed.

He said the County has good people, but there are not enough of them and while it has not impacted this year's CAFR, it could very well affect next year's. He encouraged the Board to support Fiscal Management in their search for enough quality staff. Ms. Crawford commented that she does feel like she has the Board's support, but as she is struggling to find qualified staff, there are some aspects of the work her department normally handles that are not getting done at this time.

Throughout his presentation, Mr. Yoder answered clarifying questions from the Board.

There being no further discussion regarding the CAFR, Chairman Scott adjourned the work session at 5:28 pm.

5:30 P.M. BROADBAND AUTHORITY MEETING

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

Absent: Bill Thomasson, District 1

Staff: Interim County Administrator/County Attorney Patrick Skelley, Public Works Director Sheldon Cash, Fire & Rescue Chief Jack Jones, Jr., Deputy Chief Janet Blankenship, Economic Development Director Traci Blido, IT Operations Manager Gary Underwood, and Executive Assistant Brigitte Luckett

Chairman Scott called the Broadband Authority to order, and then turned the meeting over to Interim County Administrator/County Attorney Patrick Skelley.

Attorney Skelley called for a motion to enter into closed session.

Supervisor Bansley made a motion to go into Closed Session pursuant to 2.2-3711(A) (8) (Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter; **(28)** Discussion or consideration of information subject to the exclusion in subdivision 11 of § 2.2-3705.6 by a responsible public entity or an affected locality or public entity, as those terms are defined in § 33.2-1800, or any independent review panel appointed to review information and advise the responsible public entity concerning such records; **and (29)** Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

Vice-Chairman Dooley made a motion to go back into regular session.

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

Voting no: None

Absent: Mr. Thomasson

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	absent
Tommy Scott	Yes
Charla Bansley	Yes
Edgar Tuck	Yes
John Sharp	Yes
Andy Dooley	Yes
Kevin Willis	Yes

Attorney Skelley stated that it is advisable to acquire liability insurance for the tower sites, and then called for a motion.

Supervisor Bansley made a motion to approve Resolution #BA 012819-03.

WHEREAS, the Broadband Authority of the County of Bedford, Virginia (the "Authority") desires to protect against liability and workers' compensation claims and property losses and to provide for payment of claims or losses for which it may be liable; and

WHEREAS, the Virginia Association of Counties Group Self Insurance Risk Pool, aka VACoRP, has been established pursuant to Chapter 27 (§ 15.2-2700 et seq.) and Title 15.2 of the code of Virginia; and

WHEREAS, it is desirable that the Authority joins the Virginia Association of Counties Group Self Insurance Risk Pool in order to provide a method of risk sharing for liability and workers' compensation claims and property losses;

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby agrees to the Member Agreement entitled "Member Agreement for Virginia Association of Counties Group Self Insurance Risk Pool" which creates a group fund to pay liability and workers' compensation claims and property losses of the counties, schools and other local agencies joining the Group, and we acknowledge we have received a copy of the pertinent Plan and supporting documents.

BE IT FURTHER RESOLVED that the Interim County Administrator is authorized to execute the member agreement to join the Virginia Association of Counties Group Self Insurance Risk Pool and to act on behalf of the Authority in any other matter relative to the Group.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

Attorney Skelley noted that Broadband Authority Agenda Item #a has been removed from the agenda.

Supervisor Sharp made a motion to approve Resolution #BA 012819-01, and added authorizing staff to create a Request for Proposals for project management for the construction of the tower project, and a Request for Proposals for maintenance and marketing for the project as well.

WHEREAS, the Bedford County Broadband Authority is ready to commence the process of constructing towers for a broadband network in the County of Bedford Pursuant to the Private Education Facilities and Infrastructure Act of 2002 (PPEA); and

WHEREAS, the Authority has selected Blue Ridge Towers to facilitate the construction of the broadband network; and

WHEREAS, the Authority and Blue Ridge Towers desire to enter into a Comprehensive Agreement outlining the rights and responsibilities for said construction.

NOW, THEREFORE, BE IT RESOLVED, that the Bedford County Broadband Authority does hereby authorize the Interim County Administrator to executed the necessary documents to effectively implement the Comprehensive Agreement for the construction of a broadband network in the County of Bedford, Virginia.

BE IT FURTHER RESOLVED that the Board of Supervisors authorizes staff to create a Request for Proposals for project management for the construction of the tower project, and a Request for Proposals for maintenance and marketing for the project as well.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

Vice-Chairman Dooley made a motion to adjourn the Broadband Authority at 5:57 pm.

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

Voting no: Mr. Thomasson

Motion passed.

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

Absent: Bill Thomasson, District 1

Staff: Interim County Administrator/County Attorney Patrick Skelley, Fire & Rescue Chief Jack Jones, Jr., Deputy Chief Janet Blankenship, Economic Development Director Traci Blido, Captain Mike Miller, and Executive Assistant Brigitte Luckett

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

(4) Approval of Agenda

The following revisions were sent to the Board prior to the meeting:

- **Revised: Broadband Authority Item #a**, Mr. Marecic has updated the memorandum for this project, which now reflects estimated project costs of \$3.3 - \$3.5 million for the Broadband Initiative.
- **Added: Consent Agenda Item #a**, Consideration of a resolution authorizing the Sheriff's Office to accept a grant in the amount of \$1,450,000.00 from the Commonwealth of Virginia for the Southern Virginia Internet Crimes Against Children Task Force (no local match is required); and for a Supplemental Appropriation in the amount of \$1,450,000.00. (*Resolution #R 012819-02*)

- **Added: Consent Agenda Item #b**, Consideration of a resolution authorizing the Sheriff's Office to accept a grant in the amount of \$604,210.00 from the Commonwealth of Virginia for the Southern Virginia Internet Crimes Against Children Task Force (no local match is required); and for a Supplemental Appropriation in the amount of \$604,210.00. (*Resolution #R 012819-03*)
- **Added: Action Item #9b**, Consideration of a resolution re-adopting the Board of Supervisors' meeting schedule for 2019. (*Resolution #R 012819-04*)
- **Update: Agenda Item #12a**, Appointments to the Board of Equalization – the County Attorney's office is still working to assemble a list of names for the Board's consideration.

Vice-Chairman Dooley made a motion to approve the agenda.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

(5) Citizen Comments

Mr. Anthony Smith, Representative from Blue Ridge Tower, asked whether he could be told the results of the Broadband Authority's closed session. Attorney Skelley replied they are still negotiating a few points of the contract, which should be settled soon. Mr. Smith asked if the project was still on hold. Attorney Skelley explained that the Project Manager needed to be replaced. Supervisor Sharp added that the County is issuing an RFP for this position, as well as for someone to handle the marketing and maintenance of the tower sites, and are moving on this as quickly as we can.

(6) Consent Agenda

Interim County Administrator Patrick Skelley reviewed the following items on the consent agenda:

- a. Consideration of a resolution authorizing the Sheriff's Office to accept a grant in the amount of \$1,450,000.00 from the Commonwealth of Virginia for the Southern Virginia Internet Crimes Against Children Task Force (no local match is required); and for a Supplemental Appropriation in the amount of \$1,450,000.00. (*Resolution #R 012819-02*)
- b. Consideration of a resolution authorizing the Sheriff's Office to accept a grant in the amount of \$604,210.00 from the Commonwealth of Virginia for the Southern Virginia Internet Crimes Against Children Task Force (no local match is required); and for a Supplemental Appropriation in the amount of \$604,210.00. (*Resolution #R 012819-03*)

Supervisor Sharp made a motion to approve the consent agenda.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

(7) Approval of Minutes – *no sets were ready for approval*

(8) Public Hearings & Presentations

(8a) Megan Lucas, CEO of the Lynchburg Regional Business Alliance (LRBA), addressed the Board with her organization’s annual update, noting that the annual update letter from the LRBA had been included in the Board’s packet for this meeting. She stated that she is working aggressively to market the TEVA building, and that AEP recently awarded LRBA a grant to assist in marketing this facility. Another grant they’ve received from AEP will be used to leverage “Go Virginia” dollars. Mrs. Lucas said LRBA will be focusing on bringing a site in each area, including Bedford, up to a “5” due-diligence rating (currently, our site rating is 2.5).

Mrs. Lucas noted that we are lucky to have Traci Blido on staff, as she is a very strong economic developer. She thanked the Board for their time and, there being no questions from the Board, ended her presentation.

Note: The LRBA update letter will be kept on-file in the Administration Office and is available for public review.

(9) Action & Discussion Items

(9a) Fire & Rescue Chief Jack Jones, Jr. addressed the Board with a resolution authorizing the purchase of a Medic Unit/Ambulance for the Department of Fire & Rescue. Chief Jones clarified this unit would be utilized by the career staff and will be paid for with “EMS for Future” reserves, so no local dollars will be needed. He noted that we run approximately 10,000 ambulance calls per year, and a new vehicle is badly needed.

Vice-Chairman Dooley made a motion to approve Resolution #R 012819-01.

WHEREAS, the ongoing increase of calls for emergency medical service impacts the availability of Medic Units within the career operation of the Dept. of Fire & Rescue necessary for the safety of the citizens of Bedford County.

WHEREAS, vehicles out of service due to high utilization and necessary preventive maintenance impact the availability of units for emergency operations.

WHEREAS, funds are currently available in the “EMS for Futures” reserves for such operational needs and are not generated from the general fund,

NOW, THEREFORE, BE IT RESOLVED, by the Bedford County Board of Supervisors that the Board does hereby direct that the Dept. of Fire & Rescue be authorized to purchase a new Medic Unit/Ambulance

and necessary equipment to continue to deliver its high standard of Prehospital Medical Care, and to use available funds in the amount of \$250,000.00 from the “EMS for Futures” reserves.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

(9b) Interim County Administrator Patrick Skelley addressed the Board with a resolution re-adopting the Board of Supervisors meeting schedule for 2019. He stated the re-adoption was needed as several errors were noted after the schedule was initially adopted at the Board’s January 14th meeting.

Supervisor Sharp made a motion to approve Resolution #R 012819-04.

WHEREAS, §15.2-1416 of the Virginia Code grants the Board of Supervisors the authority at its annual organizational meeting to establish the days, times and places of regular meetings,

NOW, THEREFORE, BE IT RESOLVED, that the Bedford County Board of Supervisors does hereby adopt the following meeting schedule for their 2019 calendar year:

January	14 th	Regular Meeting (Work Session with VDOT – 5:00 to 6:30 pm)
	28 nd	Regular Meeting
February	11 th	Regular Meeting (Work Session – 5:00 to 6:00pm)
	25 th	<i>To be held at Falling Creek Center - Regular Meeting (Work Session will be a Joint Meeting with the Parks & Recreation Committee – 5:00 to 6:00 pm) (Annual report and Dinner w/Extension Office at 6:00 pm following the work session)</i>
March	11 th	Regular Meeting (Budget Work Session – 5:00 pm to 6:30 pm)
	18 th	Budget Work Session – 5:00 to 7:00 pm
	25 th	Regular Meeting (Budget Work Session – 5:00 to 6:30 pm)
April	8 th	Public Hearing on Budget and Tax Rate at 7:00 pm (at County Administration Building) <i>(VDOT Public Hearing included in Agenda – 6:00 pm)</i>
	15 th	Budget Work Session – 5:00 to 7:00 pm
	22 nd	Regular Meeting (Budget and Tax Rate Adoption) (Budget Work Session – 5:00 to 6:30 pm)
May	13 th	Work Session
	28 th	Regular Meeting (Tuesday)
June	10 th	Work Session – 5:00 pm to 6:30 pm
	24 th	Regular Meeting
July	8 th	Regular Meeting (Work Session – 5:00pm to 6:30 pm)
	22 nd	Regular Meeting
August	12 th	Regular Meeting (Work Session 5:00 to 6:30 pm) <i>Adoption of PPTRA Rate</i>

September	9 th	Work Session – 5:00 to 6:30 pm
	23 rd	Regular Meeting
October	8 th	Work Session – Joint Meeting with EDA in the Ground Floor Meeting Room beginning at 5:00 pm (<i>Tuesday</i>)
	21 st	Regular Meeting
November	7 th	CIP Work Session with School Board (<i>Thursday</i>) – 5:00 to 6:30 pm
	25 th	Regular Meeting
December	9 th	Regular Meeting (Work Session 5:00 to 6:30 pm)

Regular Board Meetings: Held in the Boardroom at the Bedford County Administration Office on the 2nd Monday at 5:00 pm, and the 4th Monday at 7:00 pm (unless otherwise noted).

Work Sessions: Held at 5:00 pm on the same day as the first Regular Meeting of every month (unless otherwise noted).

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.

(10) Board Committee Reports

Vice-Chairman Dooley stated he attended the Roanoke Valley Transportation Planning Organization meeting recently. He said neither of the requests Bedford submitted as SmartScale projects were accepted. He said there was also some discussion about potential legislation regarding new tolls and an increase in the gas tax, but no further details were available at this time. He further noted that the traffic coming out of Roanoke and traveling through Bedford was briefly discussed, and will likely be revisited in the future.

(11) Board Member Comments

Supervisor Tuck stated he recently met with some of the Moneta Fire Department (MFD) membership, and it was brought to his attention that their expenses have increased drastically (electric, cable/internet, etc.) at this volunteer location due to the 24/7 career staff that are housed there. He said he would like to explore whether there are ways we can assist them financially to alleviate some of the financial burden.

Chief Jones stated that he believes there is probably some truth to this. He said there has been a research project that has been ongoing for close to a year to get their actual bills to his office. Chief Jones said his office has even offered to obtain the bills themselves on behalf of the MFD. He said there have been discussions in the past regarding the costs, as there are volunteers who also bunk in and live at this station as their regular domicile; they are using a fair bit of the resources alongside the two career staff

stationed there. He said this topic needs to be explored, as the career staff will need to grow and share facilities with the volunteers, and this will of course require some form of funding. Chief Jones noted that about two years ago a study was done on the needs and expenses of these departments; at that time, a funding matrix was developed that gave a \$25,000 annual allotment to keep the electricity on, etc., plus \$100 per call for each call run by the volunteers. He said it's trying to determine what the expenses truly are and whose responsibility those costs should be based on needs and who is running the calls, that has been a challenge for his staff.

(12) Board Appointments

(12a) Interim County Administrator Patrick Skelley reminded the Board that the members for the Board of Equalization will need to be appointed soon. He is still working on getting a list together for the Board's approval.

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

(14) County Administrator Report

Interim County Administrator Patrick Skelley stated that he and other staff members met last week with a representative from the Census Bureau. He said there is nothing we need to do at this time, as the Bureau just wanted to get the word out about the importance of the 2020 census. He said we would likely push some information out to citizens in the near future via the County's website.

(15) Board Information

(15a) The Board was given a copy of the Bedford County Transportation Safety Commission meeting minutes from November 2018 for review.

(15b) The Board was given a copy of the Bedford Public Library System Board of Trustees meeting minutes from December 4, 2018 for review.

(15c) The Board was given a copy of the Bedford Communication E-911 Report for December 2018 and Totals for 2018 for review.

(15d) The Board was given a copy of the Bedford Regional Water Authority Board of Directors meeting minutes from November 20 and December 18, 2018 for review.

(16) Board Calendar & Reminders

Attorney Skelley noted the following upcoming meetings on the Board's calendar: February 11 - Regular Meeting at 7:00 pm (the work session on the CIP has been cancelled); February 25 - Regular Meeting at 7:00 pm (Work Session with Parks & Recreation Committee at 5:00 pm at Falling Creek Center, followed by Annual Dinner with the Extension Office at 6:00 pm).

(17) Adjourn

Supervisor Willis made a motion to adjourn the meeting at 7:28 pm.

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

Voting no: None

Absent: Mr. Thomasson

Motion passed.