

January 9, 2018

A regular meeting of the Council of the Town of Bedford, Virginia, was held in the Council Hall of the Municipal Building at 7:00 p.m., February 9, 2018.

Members present: Mayor Robert T Wandrei; Vice Mayor Tim Black; Councilman Robert D. Carson; Councilman Stacey L. Hailey; Councilman Bruce M. Johannessen; Councilman Steve C. Rush; and Councilman Bryan Schley

Members absent: None

Staff present: Town Manager Barrett Warner; Attorney W. W. Berry, IV; and Clerk of the Council Teresa W. Hatcher

Mayor Wandrei opened the meeting and led all present in saying the Pledge of Allegiance to the Flag.

Mayor Wandrei declared that the minutes a regular Council meeting held on December 12, 2017, were approved as distributed.

Town Manager Warner reported on the following:

- Some changes have been made to the posted speed limits along sections of Longwood Avenue and Oakwood Street. In conjunction with that activity, the Town has been monitoring vehicle speeds in this area and found that 85% of vehicles travel under 35 mph in the section of Longwood Avenue posted at that speed limit. This suggests that we are very close in meeting our goal of posting the correct limits for the designed speeds of our streets.
- Much attention was given to the notice published by the Bedford Regional Water Authority (BRWA) about the water levels at Smith Mountain Lake. The Town Manager reported that he spoken directly with Brian Key, Executive Director of BRWA, who advised that they are required to publish notices of that type when the water in the lake reaches a certain elevation per their operating arrangement with Appalachian Power. However, he assured Mr. Warner that there is little danger that the Town will experience any kind of practical water shortage.
- Mary Zirkle, Economic Development Coordinator, has been on the job since January 3 and is already familiarizing herself with the administrative functions and needs of the community.
- Town offices will be closed on January 12 and January 15 in observance of state and federal holidays, respectively.
- Noted that it was Law Enforcement Appreciation Day

The Mayor suggested that the sign which indicates the traffic pattern has changed along sections of Longwood Avenue and Oakwood Street be replaced with a sign indicating that the speed limits have changed, as people are asking where the new traffic pattern is.

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Department Head Reports:

Public Works Director D. W. Lawhorne spoke about the following: the State Forester will be at the February 13 Council meeting to give a presentation on the plot of land at Stoney Creek; the YMCA is going to manage the Farmers Market again in the upcoming season; there were over 18,000 visitors to Liberty Lake Park during the Christmas lights display.

Mayor Wandrei asked about the status of the recycling bins over the holidays. Mr. Lawhorne reported that the situation did not change as there was high contamination. The Mayor asked about turning that facility over to Bedford County. Mr. Warner stated that the staff will report some suggestions and findings to the Streets Committee prior to the next Council meeting.

Assistant Town Manager Sonia Jammes reported on the following: the health insurance premiums came in for FY 2019 and there will be a modest increase of two percent for health insurance costs; she will meet with the Town's Virginia Municipal League representative to find out what the Town's Workers Comp rates and the liability insurance will look like in FY 2019; the finance staff is working to get the W2's completed well before the deadline by the IRS; the Town had a very successful refinancing and the final figure refinanced was \$9,516,000 at an interest rate of a maximum of 2.22 percent with a final maturity date of February 1, 2026; the issuance the Town had to pay to refinance was \$73,947; she issued a revised budget calendar to Council and the department heads – the budget adoption is still on track for April 10, and members of the public interested in the budget can attend a public hearing and citizen engagement meeting on March 27 to view the proposed budget and have discussions in regards to that.

Chief of Police Todd Foreman stated that Shop with a Cop was a success – twenty-one children were served; the PALS Program is moving forward and the Board is putting the by-laws together.

Electric Director John Wagner reported on the following: there have been several peak alerts with the recent cold weather; the solar facility has been online since December 18, the performance of that facility is being monitored, and there have not been any issues; the electric vehicle charging equipment has been received from Tesla – construction will begin at the Visitor's Center as soon as there is good weather.

Councilman Johannessen, Chairman of the Property Committee, reported that the committee met earlier in the evening and discussed the possible sale of the parking lot next to 210 North Bridge Street.

Vice Mayor Black, Chairman of the Finance Committee, said the committee met earlier in the evening regarding the following: Ms. Jammes reviewed the same information that she just presented to Council in her report; possible budget amendment in the Electric Department budget for switching out one of the capital improvement projects from some

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turbine gates and rakes to a new turbine head; as part of the budget process the committee also discussed the fact that the meals tax increase expires this year and Council will need to discuss whether to extend it again.

Town Manager Warner introduced Mr. Ian Ziegler with Corporate Compensation Partners (CCP) who has been working diligently with the staff for the last six months to evaluate the Town's current pay structure and the current market rates for pay of the Town's employees.

Mr. Ziegler presented a power point presentation and reviewed the 2017 Compensation Study. The Project Overview included the following: market pricing for benchmark jobs and pay structure review and design. Mr. Ziegler spoke about how the recommended pay structure design differs from the current structure: It utilizes 20 grades with a 10% increase between grades rather than 27 grades with a 5% increase; the recommended structure does not have a defined "step" increase element. CCP recommends that employees receive increases according to their yearly performance on the job and their position within the grade range. Mr. Ziegler explained a pay increase tool called a Merit Matrix.

Mayor Wandrei adjourned the meeting at 7:40 p.m.