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A work session of the Council of the Town of Bedford, Virginia, was held in the Council Hall of the Municipal Building at 5:30 p.m., February 28, 2017.

Members present: Mayor Robert T. Wandrei; Vice Mayor Tim Black; Councilman Stacey L. Hailey; Councilman Bruce M. Johannessen (arrived at 6:00 p.m.); Councilman Steve C. Rush; Councilman Bryan Schley; and Councilman James A. Vest

Members absent: None

Staff present: Town Manager Charles P. Kolakowski; Town Attorney W. W. Berry, IV; and Clerk of the Council Teresa W. Hatcher

Mayor Wandrei opened the meeting.

Mayor Wandrei added the following item to the agenda: Closed session pursuant to Section 2.2-3711(a)(7) of the Code of Virginia of 1950, as amended for consultation with legal counsel pertaining to a proposed contract.

Councilman Rush moved that Council adjourn into closed session pursuant to Section 2.2-3711(a)(7) of the Code of Virginia of 1950, as amended for consultation with legal counsel pertaining to a proposed contract. Councilman Hailey seconded the motion. The motion was voted upon and carried by the following roll call vote:

Vice Mayor Black	aye
Councilman Hailey	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Councilman Vest	aye
Mayor Wandrei	aye

Council adjourned into closed session at 5:30 p.m. The following non-council members attended: Town Manager Kolakowski; Town Attorney W. W. Berry, IV; Assistant Town Manager, Barrett Warner; Electric Director John Wagner; Police Chief Todd Foreman; Public Works Director D. W. Lawhorne; Finance Director Sonia Jammes; Clerk of the Council Teresa W. Hatcher; and Administrative Assistant Debra Anderson.

Council reconvened into open session at 5:35 p.m.

The Clerk of Council read aloud the following resolution:

BE IT RESOLVED that the Council of the Town of Bedford hereby certifies that (1) 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 (2) only such

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public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

On motion by Councilman Rush, seconded by Councilman Hailey, voted upon and carried by a roll call vote, Council adopted the resolution. Roll call vote follows:

Councilman Hailey	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Councilman Vest	aye
Vice Mayor Black	aye
Mayor Wandrei	aye

Mayor Wandrei added the following item to the agenda: Landfill

Council reviewed and discussed the budget requests by outside agencies. It was the consensus of Council to include the following in the proposed budget:

Bedford Chamber of Commerce	\$ 5,000
Bedford Main Street, Inc.	32,500
Bedford Museum & Genealogical Library	7,500
Bedford Ride	8,500
National D-Day Memorial Foundation	10,000
Wharton Bower Center for the Arts	10,000
Wharton Gardens Memorial Foundation	6,500
Bedford Urban Garden, Inc.	2,500

Ms. Jammes said that the Wharton Bower Center for the Arts item will be listed in the budget as \$15,000 but \$5,000 will be offset with grant funding.

Ms. Jammes announced that the total funds Council approved for outside agencies was \$87,500.

There was a brief discussion about the Bedford Educational Association making a request for funding in next year's budget.

Mr. Lawhorne explained the recommended fee changes for the cemeteries:

- Grave spaces for purchase: increase from \$1,080 to \$1,200
- Opening and closing of grave: increase from \$840 to \$1,000

Mayor Wandrei proposed that the proposed increase of \$120 for the purchase of grave spaces be devoted strictly to the perpetual care fund.

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After a brief discussion, Councilman Hailey moved that Council approve including in the proposed budget the fee increase for grave spaces for purchase and that all of the increase in the fee be strictly for the perpetual care fund. The motion was seconded by Councilman Johannessen, voted upon and carried unanimously by the following roll call vote:

Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Councilman Vest	aye
Vice Mayor Black	aye
Councilman Hailey	aye
Mayor Wandrei	aye

Mayor Wandrei asked if the charge for opening and closing of a grave is the same on weekends as it is during the week.

Mr. Lawhorne said the weekend, holiday, and off schedule rate is a percentage up and the same sliding scale would apply to whatever rate Council sets.

On motion by Councilman Rush, seconded by Councilman Hailey, voted upon and carried unanimously by a roll call vote, Council approved including in the proposed budget the fee increase of \$160 for the opening and closing of a grave.

Councilman Rush	aye
Councilman Schley	aye
Councilman Vest	aye
Vice Mayor Black	aye
Councilman Hailey	aye
Councilman Johannessen	aye
Mayor Wandrei	aye

Mayor Wandrei said that the following changes in fees and policy for solid waste have been included in the proposed budget:

- extra cart for residential customers: \$3.00 per month
- charge per ton for wood/yard debris: \$30 per ton
- limiting the allowance for no charge on up to 500 pounds of residential waste being brought to the landfill to 500 pounds per month instead of per day

A discussion of the changes ensued.

It was the consensus of Council to approve including in the proposed budget the extra cart fee for residential customer of \$3.00 per month.

It was the consensus of Council to approve including in the proposed budget the charge per ton for wood/yard debris in the amount of \$30 per ton.

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It was the consensus of Council to include in the proposed budget to limit the allowance for no charge on up to 500 pounds of residential waste being brought to the landfill to 500 pounds per month instead of 500 pounds per day.

Town Manager Kolakowski stated that Council had received copies of the initial assessments done by the engineering firm and the environmental firm at the Middle School. Mr. Kolakowski said he would like to have a structural engineer speak to Council and review any of the details and answer any questions.

A brief discussion ensued.

The Mayor said that any action regarding the old Primary School (Old Yellow) be deferred until the structural engineers explain the report.

It was the consensus of Council to meet with the structural engineers on Monday, March 6 at 7:00 p.m.

Mr. Kolakowski said he would contact the engineers to see if they could meet with Council on March 6 at 7:00 p.m.

The Town Manager stated that the staff is getting a quote on some of the environmental remediation that needs to be done. He said there are some minor issues on the old public school building which would need to be done regardless of the disposition of that building. Mr. Kolakowski reported there are grant funds available which will help cover fifty percent of that cost.

Councilman Hailey reported that the Solid Waste Committee met in January with Mr. Lawhorne and Councilman Vest regarding the landfill.

Mr. Lawhorne stated that currently garbage is only put in the landfill once a month to meet the requirement of DEQ, but if the landfill was used every day it would be full in six months. Mr. Lawhorne said his recommendation would be to begin closing the landfill as there are funds available for closure within the budgeted amount that is projected.

Councilman Hailey said the Solid Waste Committee recommends proceeding with the closure of the landfill while the funds are available.

Mr. Kolakowski said the closure of the landfill can be made a part of the budget approval.

The Town Manager asked Mr. Lawhorne to consult with the engineers to make sure that there are adequate funds included in the budget to cover their costs.

Mr. Lawhorne said the closure of the landfill will take from twelve to eighteen months from the start to the finish.

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Town Manager Kolakowski asked Mr. Lawhorne to report back in two weeks after consulting with the engineers on a timeline and consulting with DEQ on any approvals or modifications to the closure plan. Mr. Lawhorne said the Town has 180 days after the process begins to start the physical part of the closure.

The Town Manager said that Council received a request from staff for Council to consider a salary adjustment for the employees of a two percent cost of living increase which would be done on a prorated basis, lump sum, every employee getting the same actual percentage – it would be based upon two percent of the payroll but distributed evenly for all pay grades.

The Finance Director stated that the cost of the increase would be \$105,920 with benefits. Ms. Jammes explained that the money would come from salary lapses and under spending on certain line items.

Councilman Vest said he would like for the part-time employees to be included: Town Attorney Berry and Clerk of the Council Hatcher.

The Mayor asked Ms. Jammes to give an update at the next meeting.

Ms. Jammes reported that the Finance Committee discussed the following at its meeting: various wire transfers and checks that have been received in the previous month in addition to some grant funding and some prior year expenditure refunds that have been received; the Electric Department Bond Anticipation Note refunding timeline; and the funds received so far this year from the current meals tax.

Mr. Lawhorne reported that the item stolen from the handicap playground has been recovered and it may have to be repaired or replaced. He said that the ball field upgrades at Liberty Lake Park started last week – the old dugout fencing and the backstop have been removed. Construction of the new backstop is scheduled to begin on March 1. He said that all of the infield work should be done by March 17 before practice starts the following week. Mr. Lawhorne stated the Town received its Land Use Permit application approval from the Virginia Department of Transportation to start cutting the grass on Route 460 at the four ramps at the Welcome Center.

Chief Foreman stated the playground equipment was recovered and the suspect was arrested. He reported that the suspects from the robbery of the Dollar General were arrested last week. There are five officers going through the bike school. He said that on April 22 the Crime Prevention Coalition is going to have another Community Day at Edmund Street Park from 10:00 a.m. until 3:00 p.m.

Mr. Wagner reported on the following: the Power Cost Adjustment will remain constant for March; do not have any peak alerts; the Snowden Plant is online; plans are being made to receive the speed increaser in March and it is estimated that the plant will be offline for two to four weeks to install the speed increaser; engineering work is being done to have a backup generator for the head gates; divers will be at the plant to install

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new stop locks and also to work at the head gates to remove debris and to install new head gate seals; the contractor has been on site to begin the work on installing the new control system; the Town is entering a relicensing process for the facility – it takes about five years to get the FERC license; peaking capacity – the new units are ready to go; proceeding with the replacement of a temporary structure at the Centerville Substation; preliminary clearing has been done at the solar site.

Mr. Warner spoke about the following: in the HR realm they are working immediately on trying to get ahead of the Town's health insurance costs for the coming year; the migration of the email system has been executed; continuing to work with the department heads on drafting the inventory analysis portions of the Comprehensive Plan; he met with the young citizens of the 7th grade civics classes at Bedford Middle School.

Mayor Wandrei adjourned the meeting at 6:40 p.m. until March 6, 2017, at 7:00 p.m. in the Council Hall for a discussion of Bedford Middle School and the old Public School Building.