



**TOWN COUNCIL  
REGULAR MEETING MINUTES  
July 24, 2018**

The Bedford Town Council held a regular meeting in the Council Hall of the Municipal Building on Tuesday, July 24, 2018, at 7:00 pm., with Mayor Robert T. Wandrei presiding.

**ATTENDANCE**

**Council Members present:**

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

**Council Members absent:**

None.

**Town Staff present:**

Town Manager Bart Warner; Assistant Town Manager Sonia Jammes; Town Attorney William W. Berry, IV; Director of Public Services D.W. Lawhorne; Electric Director John Wager; and Marg Cameron Recording Secretary.

**Town Staff absent:**

Chief of Police Todd Foreman.

**CALL TO ORDER**

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

**ADMINISTRATIVE**

**Approval of Minutes**

Mayor Wandrei asked if there were any additions or corrections to the June 26, 2018 Regular Meeting Minutes. Hearing none, he declared the minutes approved as submitted.

**Report of Town Manager**

Town Manager Bart Warner reported:

- Reporting on behalf of Chief Foreman, who is on vacation this week, Cop Camp was a great success. We had about 185 children who were served by that program.
- National Night Out will be observed here in Bedford, August 7<sup>th</sup>, from 6:00 p.m. until 9:00 p.m.

- We received notification of the Revenue Sharing Funding from VDOT for sidewalk construction this week.

### **Department Head Reports**

#### **Public Services**

Director of Public Services D.W. Lawhorne reported:

- A tractor trailer hit a big tree in front of the cemetery and took out half of it. We ended up having to take out the other half because of the damage. Saturday we had a car swerve to miss a deer. The car ran into the Farmers' Market and took out a planter box, a sign and a trash can. We will be getting both of those incidents cleaned up as best we can.
- As an update on this year's budget, we have received the two mowers and the two pickup trucks have been ordered and are due in a few days. The bathroom remodel was started this week and we should be issuing a PO for the tennis courts by Friday for Liberty Lake Park

#### **Finance**

Assistant Town Manager Sonia Jammes reported:

- The auditors will be on site for our annual audit August 20<sup>th</sup> through August 24<sup>th</sup>.
- For the month of June, we have earned \$21,205.00 in interest in our bank accounts. The higher interest is being a friend to us right now.
- The Finance Committee met yesterday and made the recommendation to move the FY2017 receipts of \$134,053.00 that was collected from the .5% Meals Tax increase, into the Economic Development Authority's bank account to use as economic incentives for businesses in the area. If there are no objections, I will facilitate the transfer this week. When the 2018 fiscal year is closed, I will facilitate the transfer of the FY2018 receipts. They are projected right now at about \$126,000.00, but that is only through May's receipts. We will have additional collections for June and I will not know what those are until August.
- We received an ACH this week. I am sure that most of you are aware we have a \$300,000.00 grounds fill grant. We received a portion of those grant receipts this week and \$67,792.00 for work that we have done for restoration and cleanup as a result of this grant. We have a remainder of \$232,207.00 that we can use for petroleum cleanup and things like that.

#### **Police**

Chief of Police Todd Foreman was absent from this evening's meeting.

#### **Electric**

Electric Director John Wager reported:

- We have had several peak alerts since our last meeting and all of our generators worked well. We are hoping that we do not have any more peak alerts this

summer season and that the next one will be in January.

- The solar project has been performing very well. I am very pleased with how things are going so far.
- The Centerville Structure Project is complete and we are back in normal operations from Centerville.
- The Electric Vehicle Charging Station is online and being used on a regular basis.
- The roof work at the Operations Center is under way and should be completed by the middle of August.

### **Appearances before Council**

#### **Matthew Becker, a representative from Congressman Garrett's office**

Because of the recent news announcements regarding Congressman Garrett, Mr. Becker wanted to officially state that the legislative district office staff are still in operation and fully running. They come to Bedford every 3<sup>rd</sup> Tuesday of the month, with mobile office hours from 12:30 p.m. through 1:30 p.m., in order to get constituents' comments. They also help with Federal agencies, such as IRS, VA, Immigration, Social Security, Disability, and Medicare. Mr. Becker stated that they are running service academy nominations for office like they did last year. The cutoff date is October 1<sup>st</sup>. He is the service academy coordinator. In case anyone should wish to reach him, Mr. Becker gave several of his business cards, providing phone numbers, fax numbers and e-mail addresses, to Mr. Warner to distribute.

### **Citizen Comments**

None.

### **Council Comments**

Councilman Schley commented that one of the items on tonight's agenda was the Crenshaw Street study and if anyone in the audience had not planned on staying after Dr. Whitehurst's recognition, they might want to reconsider because a representative from Hurt and Proffitt will be doing a presentation later on.

Mayor Wandrei commented that he received a thank you note from Kim Soerensen, Executive Director of the Bower Center for the Arts, thanking us for the contribution that we made this year.

### **Report of Council Committees**

#### **Electric**

None.

#### **Finance**

Vice Mayor Black reported that the Finance Committee met yesterday and went over the monthly report, which was kind of a year end, unaudited report. Everything looked to be in good shape. He stated that, as Ms. Jammes outlined in her financial report, the big

item was the transfer to the EDA.

**Property**

None.

**Public Safety**

Councilman Schley reported that they reviewed CIP projects, the status, and potential or future CIPs was discussed in that meeting.

**Streets**

Councilman Hailey reported that they discussed drainage problems throughout the Town.

**Revisions to the Agenda**

The agenda was amended to add Resolution Honoring Dr. Cherie Whitehurst under OLD BUSINESS.

**PUBLIC HEARINGS**

None.

**CONSENT AGENDA**

**Request to Close Streets – Bower Center for the Arts**

Mr. Warner stated that the Bower Center for the Arts is having their annual Fall event, Bedford's Finest Fare, on September 9, 2018, from 3:00 p.m. until 8:00 p.m. and would like to request the closing of North Bridge Street between Lee Street and Bedford Avenue.

Mayor Wandrei asked if there were any objections to the request. Hearing none, Council agreed to close North Bridge Street between Lee Street and Bedford Avenue on September 9, 2018, from 2:00 p.m. until 9:00 p.m., to allow for set up and tear down, for the Bower Center for the Arts annual Fall event, Bedford's Finest Fare.

Bower Center for the Arts will notify the Fire Department, Rescue Squad, Public Services and Police Department of the street closing. Bower Center for the Arts has current liability insurance and will provide the Town with a copy of the policy upon request.

**OLD BUSINESS**

**Resolution Honoring Dr. Cherie Whitehurst**

On a motion by Vice Mayor Black, seconded by Councilman Carson, with all members voting aye, Council adopted the Resolution as submitted. Mayor Wandrei read the Resolution aloud before to presenting it to Dr. Whitehurst. The Resolution follows as adopted:

**RESOLUTION OF THE  
TOWN COUNCIL OF THE TOWN OF BEDFORD  
HONORING DR. CHERIE WHITEHURST**

**WHEREAS**, Dr. Cherie Whitehurst has served as a school administrator for over twenty years, most recently as Deputy Superintendent for Bedford County Public Schools;

**WHEREAS**, during her tenure Dr. Whitehurst has worked as a school administrator within all three attendance zones of Bedford County (including service as principal of Liberty and Staunton River high schools as well as assistant principal of Jefferson Forest High School and Staunton River Middle School);

**WHEREAS**, upon expansion of her role to include oversight of instruction, the number of non-accredited schools within the Bedford County district decreased from 14 in 2014 to only one in 2017;

**WHEREAS**, under her direction as principal, Dr. Whitehurst led Staunton River High School to full state accreditation and Liberty High School to meeting Adequate Yearly Progress standards for the first time in the history of that school;

**WHEREAS**, in 1995 Dr. Whitehurst was named the Bedford County Teacher of the Year, the Bedford County Middle School Teacher of the Year, and the Staunton River Middle School Teacher of the Year;

**WHEREAS**, in 2016 Dr. Whitehurst was awarded the J. Edward Petty Outstanding Graduate Alumni award by the School of Education, Leadership Studies, and Counseling of Lynchburg College;

**WHEREAS**, in 2017 Dr. Whitehurst was recognized as the 2017 Woman of Achievement by the Bedford Professional Women's Association;

**WHEREAS**, Dr. Whitehurst has taught courses related to Supervision of Instruction and Educational Leadership at both Liberty University and Lynchburg College;

**WHEREAS**, Dr. Whitehurst's personal credentials include a Bachelor of Science degree from James Madison University in Elementary Education, a Master of Education degree in Educational Leadership from Lynchburg College, and a Doctor of Education degree from Virginia Tech in Educational Leadership and Policy Studies;

**WHEREAS**, Dr. Whitehurst is also a Lifetime Certified Trainer for the "Framework for Understanding Poverty" program established by Dr. Ruby Payne;

**WHEREAS**, Dr. Whitehurst has approached her position of leadership in a collaborative manner with teachers, students, and parents to create a learning community that inspires respect, curiosity, exploration, creativity, critical thinking, problem solving, individualization, and teamwork.

**WHEREAS**, Dr. Whitehurst has served as a mentor to several aspiring

administrators who have gone on to serve as principals and in other administrative roles;

**WHEREAS**, Dr. Whitehurst is a native of Bedford who has chosen to utilize her considerable talents on behalf of the community; and

**WHEREAS**, over the course of her career to date, Dr. Whitehurst has made both a tangible and priceless positive impact upon the Town of Bedford and community through her personal and professional efforts,

**NOW THEREFORE BE IT RESOLVED** that the Town Council of the Town of Bedford hereby extends its highest regard, gratitude, and recognition of the outstanding contributions of Dr. Cherie Whitehurst.

I hereby certify that the foregoing is a true and exact copy of a Resolution adopted at a regular meeting of the Council of the Town of Bedford, Virginia, held on July 24, 2018, at which said meeting a quorum was present and voted.

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Clerk of the Council

### **NEW BUSINESS**

#### **Presentation – Crenshaw St. Streetscape Improvements – Trent J. Warner, Vice President of Hurt and Proffitt**

Mr. Warner gave a visual presentation of the preliminary engineering report for the Crenshaw Street Streetscape and D-Day connectivity to downtown Bedford. Mr. Warner's report outlined Hurt and Proffitt's proposal for adding sidewalk and streetscape elements along Crenshaw Street connecting the D-Day Memorial entrance to West Main Street.

Vice Mayor Black asked if these changes would fit in our existing right of way. Mr. Warner replied that the Town will have to acquire right of way, shared access or public easements and possibility shift the street's centerline over.

Ms. Jammes asked for a time line, how many years that would play out. Mr. Warner replied it would probably take a year, building and having to deal with traffic. With trails, maybe two years. Less than five years, you should have it done.

Councilman Carson asked about traffic and school buses. Mr. Warner replied that on some projects they have had to close off the area and detour traffic. Sometimes they were able to leave one lane open with flaggers. They try to work in sections to lighten the traffic congestion. For example, if school is in session they work on a different section. If school is out, we do that section. And it would not be just our strategy. We would encourage public participation.

Mayor Wandrei asked about the cost of purchasing additional roadway. Mr. Warner replied that he would recommend the easement process; see if it could be done that way.

Councilman Schley asked about talking with landowners and offering, as a derivative of the project, the upgrading of their sidewalks and entrances so that they might work with us on acquiring easements. Mr. Warner replied that these are things you can negotiate through that public process.

Councilman Rush stated that people backing out of their driveways onto the street is dangerous and was the reason he had insisted, while serving on the Planning Commission, that the new duplex being built have ample parking room to turn a vehicle around in order to pull out. Mr. Warner replied that there is something new going on in the industries regarding on street parking. Instead of pulling into diagonal parking, you back into diagonal parking. That way you pull out into traffic instead of backing into traffic. It is a neat little twist to make things safer.

Councilman Carson asked about the bridge. Mr. Warner replied that they were considering adding a pedestrian bridge which would be cheaper than widening the existing bridge.

Vice Mayor Black asked about coordinating the Crenshaw Street project with the DVOT project at the Visitor's Center (to extend the sidewalk to Liberty Lake Park) so that they are alike in design. Town Manager Warner stated that the Planning Commission will make good use of these recommendations, particularly in the design and installation of sidewalks, and that he intended to speak to the Planning Commission about requiring a buffering strip between road traffic and the pedestrian.

#### **Town of Bedford Equal Opportunity Employer Statement**

Mr. Warner stated that the Town's written position on Equal Opportunity needs to be updated on a regular basis. When approved by Town Council, the signed written statement is posted on the Town's Legal Posting Board in the Municipal Building.

Legal counsel has reviewed and approved the updated Equal Opportunity Statement as incorporated herein.

### **TOWN OF BEDFORD EQUAL OPPORTUNITY EMPLOYER STATEMENT**

The Town of Bedford is an Equal Opportunity Employer, and hereby affirms that it is the policy of the Town to maintain and promote equal opportunity and diversity for all employees, applicants for employment and contractors in accordance with the relevant federal and State Laws.

The Town will not discriminate on the basis of race, religion, color, national origin, sex, age, disability, marital status, veteran status, sexual orientation, ancestry, or citizenship status.

In support of a diverse workforce, decisions as to hiring, promotion and other aspects of the employment relationship will be based solely upon job related qualifications.

The Town will not tolerate any kind of harassment of employees or retaliation against an employee who brings a complaint forward. Allegations of harassment

will be taken seriously, promptly investigated, and appropriate action taken depending on the severity of the situation.

Adopted this 24th day of July, 2018

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Mayor

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Clerk of Council

On a motion by Councilman Rush, seconded by Councilman Carson, voted upon and carried by a roll call vote, Council approved the written statement as the Town's position on Equal Opportunity. Roll call vote follows:

Vice Mayor Black	aye
Councilman Carson	aye
Councilman Haley	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Mayor Wandrei	aye

**Closed Session**

Mayor Wandrei 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 concerning litigation (non-council members Mr. Warner, Ms. Jammes, Mr. Berry and Mr. Lawhorne attended) and closed session pursuant to Section 2.2-3711 (a) (1) of the Code of Virginia of 1950, as amended, to discuss personnel matters (no non-council members attended). Councilman Carson seconded the motion. Roll call vote follows:

Councilman Carson	aye
Councilman Haley	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Vice Mayor Black	aye
Mayor Wandrei	aye

Council adjourned into closed session at 7:50 p.m.

Council reconvened into open session at 8:45 p.m.

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

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

Councilman Haley	aye
Councilman Johannessen	aye
Councilman Rush	aye
Councilman Schley	aye
Vice Mayor Black	aye
Councilman Carson	aye
Mayor Wandrei	aye

**ADJOURN**

There being no further business, Mayor Wandrei adjourned the meeting at 8:50 pm.

