



**Town Council  
Adjourned Council Meeting Minutes  
August 22, 2023**

The Town Council of Bedford, Virginia, held a training session on Tuesday, August 22, 2023, at 5:30 p.m. in the Council Chambers of the Town Municipal Building at 215 East Main Street, Bedford, Virginia.

**Town Council members present:**

Mayor Tim Black, Vice Mayor C. G. Stanley, Councilman Bob Carson, Councilman Stacey Hailey, Councilman Bruce Hartwick, Councilman Bruce Johannessen

**Town Council members absent:** Councilman Darren Shoen

**Town Staff present:**

Town Manager Bart Warner, Town Attorney Michael Lockaby, Clerk of Council Debra B. Anderson, and Recording Secretary Julia Peters

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Mayor Black called the meeting to order and welcomed those attending.

A slide presentation was given to Council members regarding the Conflict of Interest Acts. The training is required for local elected officials every two years.

Training included:

- The powers and duties performed by the Virginia Conflict of Interest and Ethics Advisory Council, which include issuing formal and informal guidance, issuing travel waivers, and conducting training
- Explanation of legal definitions and terms, including “immediate family” and “contractor”
- Prohibited conduct and personal interests in contracts and transactions with one’s own agency, other state agencies, governing bodies, school boards, and other officials
- Gifts, their exemptions and monetary caps, and whether reportable or not-reportable
- Travel waivers and reporting travel
- The Statement of Economic Interests (SOEI) and its filing process, including deadlines, late penalties, and extensions

- Frequently Asked Questions (FAQ's)
- Assistance from the Advisory Council via its website or contact information

The conflict of interest training ended at 6:12 p.m. and Mayor Black adjourned the meeting.

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Tim Black, Mayor

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Debra Anderson, Clerk of the Council