

April 26, 2016

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., April 26, 2016.

Members present: Mayor Robert T. Wandrei; Councilman Tim Black; Councilman Robert D. Carson; Councilman Stacey L. Hailey; Vice Mayor Steve C. Rush; Councilman Beckham A. Stanley; 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.

Town Manager Kolakowski said that for several months there have been discussions about additional incentives for economic development activities within the Town centering largely around the Enterprise Zone and the downtown area. He said that Mr. Warner passed out a map of the Enterprise Zone as it is proposed to the State. Mr. Kolakowski stated that the State encourages localities to offer local incentives, such as permit waivers, connection fee waivers, etc. The Town could provide some direct credit to manufacturing in the Enterprise Zone for investment in capital improvements to their facilities and/or improvements to the number of qualifying jobs that are provided for businesses. He said it is proposed to do a five percent credit on improvements up to \$1,000,000 in allowable value. He stated that for qualifying jobs an additional \$500 per position is proposed on top of what the State would provide. The maximum credit for a business would be \$50,000. Mr. Kolakowski indicated the award criteria by the State includes the number of jobs, salaries, and how much is invested. He suggested that the Town utilize the State approval process for this: to encourage businesses to participate in the program and it would also allow the Town to utilize the State staff and procedures for doing due diligence on what are allowable expenditures within the Enterprise Zone. Mr. Kolakowski suggested that the incentives end after FY 2019 unless extended by Council.

The Town Manager spoke about redevelopment and improvements in the downtown and other commercial areas in the Town located in the Enterprise Zone. This would be a local program which would encourage people to bring their buildings up to code and bring their buildings up to the conditions which would allow them and encourage them to get their buildings occupied. It would improve the outward appearance of the buildings. This would take the form of a ten percent credit on improvements up to a maximum value of \$100,000. He said there would be a minimum investment level of \$25,000, which would provide a maximum credit of \$10,000. This set of incentives would also end after FY 2019 unless extended by Council.

Town Manager Kolakowski spoke about expanding the façade improvement program by adding an additional \$1,000 to the match for façade improvements. This would allow for up to \$3,000 to match \$3,000 from the property owner.

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The Town Manager spoke about expanded marketing, which would involve a coordinated effort to market the Town utilizing social media as well as more traditional methods.

Mr. Kolakowski indicated that the Town should make a concerted effort to do minor improvement projects on public spaces and entranceways to the Town.

Discussion ensued regarding the incentives and the positive effects the incentives could have on the community.

The Town Manager said that Councilman Vest raised the idea of paying off the debt on the Middle School that the Town is carrying for the gym improvements earlier than anticipated.

Director of Finance Sonia Jammes stated that paying off the debt now would save approximately \$18,500. She explained the money would be taken out of the American National Bank cash account and would be used to pay off the debt immediately. Ms. Jammes said as the Town receives the Bedford County School's lease payments, that amount would be put back in the cash account.

It was determined that this would be added to the agenda of the regular Council meeting.

Councilman Vest thanked Mr. Warner for providing Council with the information from the Comprehensive Plan informational meeting held on March 31. Mr. Warner said other meetings will be held.

John Wagner, Electric Utility Director, gave an update on the Snowden Hydro Plant Unit 4 speed increaser. He said that Unit 4 is operating at a 75% speed limit. Mr. Wagner said the metal shards that were found were from the gear and he believes that any warranty coverage is practically zero. He stated that Philadelphia Gear Works has given the Town a proposal to either repair Unit 4 speed increaser or construct an entirely new unit. Mr. Wagner said that the Town does not have the drawings and plans for the unit.

Mayor Wandrei asked about the status of the RFP for the peaking generators at the Snowden Hydro Plant. Mr. Wagner said the RFP had to be rewritten and Virginia Williams has to develop some advertisements to go out. The Mayor said this matter should be expedited.

Councilman Vest asked about the negotiations with Shentel. The Town Manager said that information is being put together by Shentel and the staff about broadband needs in the Town. Mr. Kolakowski stated Shentel and the staff will be getting together in the next couple of weeks.

Councilman Black said he was approached by a citizen because there are no telephone numbers for the Town in the telephone book. He said that part of the reason why is that the Town does not have its phone lines with Verizon. Councilman Black said he has asked Mr. Warner to put together a directory that could be distributed in the utility bills.

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Mr. Kolakowski said the Town's phone numbers are included in the Lynchburg phone book.

Councilman Hailey moved that Council adjourn into closed session pursuant to Section 2.2-3711(a)(5), Economic Development - Solar Proposals, of the Code of Virginia of 1950, as amended. Councilman Carson seconded the motion. The motion was voted upon and carried unanimously by the following roll call vote:

Councilman Black	aye
Councilman Carson	aye
Councilman Hailey	aye
Vice Mayor Rush	aye
Councilman Stanley	aye
Councilman Vest	aye
Mayor Wandrei	aye

Council adjourned into closed session at 6:23 p.m. The following non-council members attended: Town Manager Kolakowski; Town Attorney W. W. Berry, IV; Assistant Town Manager Barrett Warner; Electric Utility Director John Wagner; Chief of Police Todd Foreman; Finance Director Sonia Jammes; Public Works Director D. W. Lawhorne; Clerk of Council Teresa W. Hatcher and Deputy Clerk of Council Debra Anderson.

Council reconvened into open session at 6:51 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 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 Hailey, seconded by Councilman Black, voted upon and carried by a roll call vote, Council adopted the resolution. Roll call vote follows:

Councilman Carson	aye
Councilman Hailey	aye
Vice Mayor Rush	aye
Councilman Stanley	aye
Councilman Vest	aye
Councilman Black	aye
Mayor Wandrei	aye

Mayor Wandrei adjourned the meeting at 6:52 p.m.