

May 24, 2016

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., May 24, 2016.

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

Members absent: Councilman Beckham A. Stanley

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 and led all present in saying the Pledge of Allegiance to the Flag.

The minutes of the Council meeting held on May 10, 2016, had not been submitted to Council.

Town Manager Kolakowski reported on the following:

- A ribbon cutting will be held at the Elks Lodge, 134 West Main Street on May 26 at 5:00 p.m. The Business Appreciation Reception will be held at 5:30 p.m., which is co-sponsored by the Bedford County Economic Development Authority, D-Day, and the Elks Lodge.
- Asked that all the members of the Armed Forces who gave the ultimate sacrifice be remembered on Memorial Day.

Councilman Vest spoke about the Vision Statement for the Town. He said that Mr. Warner had presented the “Advancing the World’s Best Little Town” report and there are two more reports to be presented. Councilman Vest said that hopefully Council can start on the visioning part of what Council wants the Town to be and where Council wants the town to go.

Councilman Black thanked Public Works Director D. W. Lawhorne and his staff for hanging up the “Bedford Remembers” banners in Town. He said the banners look very nice and thanked Bedford Main Street for helping coordinate that project.

Councilman Hailey thanked Electric Director John Wagner and D. W. Lawhorne for getting the lights and things back on.

Councilman Rush, Chairman of the Town/County Relations Committee, reported that the Committee met on May 17 and discussed several issues: Liberty Lake Recreation Building - possible lease; creation of a Liberty Zone Recreation Association; Enterprise Zone incentives; zoning permits and building inspections; Orange Street drop-off center; residential trash being dropped off at the County Landfill from the Town; issue about the Treasurer collecting Town tax bills in addition to the County tax bills.

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Councilman Black, Chairman of the Electric Committee, reported that the committee met on May 19 and discussed the Electric Cash Reserve Policy and the speed increaser at the Snowden Hydroelectric Plan.

Councilman Vest, Chairman of the Finance Committee, said the committee met earlier in the day. Mr. Vest reported on the following: the Town has paid off the \$302,761 loan on the Middle School; the Renewable Energy Credit payments so far this year are \$119,949, which is more than anticipated; and the Town is on track to finish the fiscal year according to the budget.

Councilman Hailey, Chairman of the Public Safety Committee, said the committee met on May 23. Chief of Police Foreman and Fire Chief Creasy talked about projects that are being worked on and future projects.

The Mayor said the following items would be added to the agenda: Electric Cash Reserve Policy and the Speed Increaser at the Snowden Hydroelectric Plant.

Mayor Wandrei presented a gift to Mr. Elvin Epting upon his retirement from the Electric Department.

Assistant Town Manager Warner reported that the Conditional Use Request - Blue Ridge Avenue Mini Storage by Glenda L. Crihfield had been withdrawn.

The Town Manager read aloud the following Notice of Public Hearing:

### **PUBLIC HEARING NOTICE**

Notice is hereby given of a public hearing to be held by the Town Planning Commission at 5:30 p.m. on Thursday, May 5, 2016 and by the Town Council at 7:00 p.m. on Tuesday, May 24, 2016, at the Town Municipal Building, Council Hall, 215 East Main Street for the purpose of:

- To consider a conditional use request to allow mini storage or mini-warehouse units in a General Business District (B2), at the southwest corner of Blue Ridge Avenue and Baldwin Street, Tax Map #189 A 1&2 T. The request is being made by the property owner, Glenda L. Crihfield, 1697 South Amherst Highway, Amherst, VA 24521.

Information regarding this request is on file in the office of Planning & Community Development.

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Anyone who is in favor of or opposed to this request will have an opportunity to express his/her view at this hearing.

By the Authority of the Planning  
Commission and Town Council of the  
Town of Bedford

As the request had been withdrawn and there were no comments, Mayor Wandrei closed the public hearing at 7:12 p.m.

The Town Manager reported that the terms of Debbie Patterson and Ann Wood on the Keep Bedford Beautiful Commission expire on June 30, 2016. They have agreed to serve another term if reappointed by Council. The vacancies have been advertised in the local newspaper, and no other citizens have volunteered to serve. Mr. Kolakowski said that Council was requested to reappoint Debbie Patterson and Ann Wood to serve on the Keep Bedford Beautiful Commission.

On motion by Councilman Hailey, seconded by Councilman Carson, voted upon and carried by a roll call vote, Council reappointed Debbie Patterson and Ann Wood to serve on the Keep Bedford Beautiful Commission, said terms to expire June 30, 2019. Roll call vote follows:

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

Town Manager Kolakowski reported the Town of Bedford has rights to place antennas on a communication tower located on No Business Mountain in Bedford County and on another tower located on Helm Street in the Town. The rights were set forth in agreements entered into in 1996 and 1997 between various US Cellular subsidiaries (herein referred to as "US Cellular") and the City of Bedford. The Town is a member of the planning district entity which operates as Virginia Region 2000 Local Government Council, consisting of Amherst County, Bedford County, the Town of Bedford (formerly City of Bedford) and the City of Lynchburg. Region 2000 manages and operates a regional emergency communications system. Mr. Kolakowski said that under an agreement entered into between the Town of Bedford and the Council, which was executed in March 2015, the Town allows the Council to manage and use on behalf of the Town the Town's Helm Street and No Business Mountain antenna location rights as part of the regional emergency communication system without the Town's incurring any direct costs in respect to operations, including tower modification costs.

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Town Manager Kolakowski stated that the current equipment on the towers has been in place since the late 1990s, has become obsolete, and is being replaced by the Council. This has required extensive negotiations with the US Cellular organization, which have involved studies concerning modifications required to the towers to accommodate the equipment. The Town Council at a meeting on December 8, 2015, approved a First Amendment to the Tower and Ground Space Lease which was executed by the Mayor in respect to the No Business Mountain site. This dealt with the changes in equipment on the No Business Mountain Tower. Subsequently, after further engineering studies, US Cellular notified the Town of other modifications and has forwarded a Second Amendment to Tower and Ground Space Lease. US Cellular also has forwarded for execution a Tower Space Lease Agreement in respect to the Helm Street Tower. This agreement likewise addresses engineering modifications and specifies antenna locations. The engineers for the Council which manages these two towers have approved the agreements and the detailed engineering specifications which are part of the documents. The Town Attorney and the Town Manager have reviewed the documents.

Mr. Kolakowski said that he and the Town Attorney recommend that the Town Council authorize the Mayor and Town Clerk to execute the proposed Second Amendment to the Tower and Ground Space Lease for the No Business Mountain radio tower and the Tower Space License Agreement for the Helm Street tower location.

On motion Councilman Vest, seconded by Councilman Carson, voted upon and carried by a roll call vote, Council authorized the Mayor and Town Clerk to execute the proposed Second Amendment to the Tower and Ground Space Lease for the No Business Mountain radio tower and the Tower Space License Agreement for the Helm Street tower location. Roll call vote follows:

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

Town Manager Kolakowski read aloud the following proposed resolution regarding a recommended Electric Cash Reserve Policy:

**RESOLUTION OF THE  
TOWN COUNCIL OF THE TOWN OF BEDFORD  
ADOPTING A RECOMMENDED ELECTRIC CASH RESERVE POLICY**

**WHEREAS**, the Town of Bedford wishes to help ensure financial stability, timely completion of capital improvements, and enable its

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electric utility to meet requirements for large unexpected expenditures;  
and

**WHEREAS**, cash reserve polices and guidelines are often established by utilities to maintain appropriate cash reserves; and

**WHEREAS**, the Town's partner American Municipal Power, Inc. has recommended adoption of a recommended cash reserve policy;

**NOW THEREFORE BE IT RESOLVED** that the Town Council of the Town of Bedford adopts the Recommended Electric Cash Reserve Policy.

On motion by Councilman Vest, seconded by Councilman Carson, voted upon and carried by a roll call vote, Council adopted the Electric Cash Reserve Policy Resolution as read aloud by the Town Manager. Roll call vote follows:

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

Town Manager Kolakowski said that as Council is aware, the Snowden Hydro plant Unit #4 speed increaser has suffered damage through normal operation and is in need of repair or replacement. The Electric Department has evaluated the available options and discussed these options with both the Electric and Finance committees. The Electric Department recommended that a replacement speed increaser be secured and the current Unit #4 speed increaser be kept as a backup. Mr. Kolakowski stated that both the Electric and Finance committees have accepted the recommendation and now seek approval from the full Council. The speed increaser uses proprietary technology that can only be supplied by Philadelphia Gear Works, who was the original designer and supplier of the equipment. In recognition of previous work done by Philadelphia Gear Works on the existing Unit #4 speed increaser and their potential responsibility for such work, they have agreed to provide a new unit at a discounted cost of \$874,832. The Town Manager said that Council was requested to approve the purchase of a new speed increaser from Philadelphia Gear Works at a cost of \$874,832 for Snowden Hydro Unit #4.

On motion by Vice Mayor Rush, seconded by Councilman Black, voted upon and carried by a roll call vote, Council approved the purchase of a new speed increaser from Philadelphia Gear Works at a cost of \$874,832 for Snowden Hydro Unit #4. Roll call vote follows:

Mayor Wandrei adjourned the meeting at 7:17 p.m. until June 14, 2016, at 6:00 p.m.