



**Town Council
Regular Council Meeting Minutes
June 28, 2022**

The Town Council of Bedford, Virginia, held a regularly scheduled meeting on Tuesday, June 28, 2022, at 7:00 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 Darren Shoen

Town Council member absent: Councilman Bruce Johannessen

Town Staff present:

Town Manager Bart Warner, Attorney Jeremy Carroll for Town Attorney Michael Lockaby, Police Chief Ronnie Lewis, Finance Director Anne Cantrell, Electric Department Director John Wagner, Clerk of Council Debra B. Anderson, and Recording Secretary Julia Peters

Mayor Black called the meeting to order and led all those present in reciting the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

Mayor Black declared that the minutes of the regularly scheduled Council meeting on June 14, 2022 were approved as presented.

REPORT OF TOWN MANAGER

Town Manager Bart Warner reported:

- In response to requests submitted by the Town, the School Board is considering transferring ownership of the Edmund Street Park property to the Town. They held a public hearing in conjunction with the process.
- In a separate matter, the School Board has asked the Town to submit a Virginia Brownfield Assistance Fund Grant on their behalf for abatement of asbestos for their

office building on South Street. Town staff are favorably inclined to submit the application and will bring the matter to Council for review and approval next month.

- He met with County Administrator Robert Hiss regarding several matters related to operations and collaborations between the jurisdictions. He noted appreciation for the working relationships the Town has with the School Board and Bedford County and the services they provide, and do not take them for granted.
- Town offices will be closed Monday, July 4, 2022, in observance of the national holiday.
- The annual fireworks display will take place on July 3, 2022 at approximately 9:00 p.m. There will also be a privately-produced event at Liberty Lake Park.

APPEARANCES BEFORE COUNCIL

None.

COUNCIL COMMENTS

Councilman Hartwick wished everyone a happy and safe 4th of July holiday.

Councilman Stanley hoped everyone enjoyed the 4th. He asked them to be careful with any fireworks that were purchased legally but to have fun.

REPORT OF COUNCIL COMMITTEES

None.

REVISIONS TO AGENDA

None.

Mayor Black read Closed Session pursuant to Section 2.2-3711 (a) (1) of the Code of Virginia of 1950, as amended, to discuss personnel matters.

Mr. Hailey moved, seconded by Mr. Stanley to enter into closed session at 7:05 p.m.

Voted upon and carried by the following roll call vote.

Councilman Carson	aye
Councilman Hailey	aye
Councilman Hartwick	aye
Councilman Shoen	aye
Councilman Stanley	aye
Mayor Black	aye

The motion carried with six members voting aye.

Mr. Warner, Mr. Carroll, and Mr. Todd Stone remained present for the closed session.

Council reconvened into open session at 7:30 p.m.

The Recording Secretary 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.

Mr. Hailey moved, seconded by Mr. Hartwick, to adopt the resolution.

Voted upon and carried by the following roll call vote.

Councilman Hailey	aye
Councilman Hartwick	aye
Councilman Shoen	aye
Councilman Stanley	aye
Councilman Carson	aye
Mayor Black	aye

The motion carried with six members voting aye.

PUBLIC HEARINGS

Mr. Warner read the following public hearing notice.

PUBLIC HEARING NOTICE

Notice is hereby given that the Town Council of the Town of Bedford, Virginia, at 7:00 PM on Tuesday, June 28, 2022, will hold a public hearing at the Council Hall in the Town Municipal Building at 215 E. Main Street, Bedford, Virginia, 24523 to consider a budget amendment to appropriate budget for several grant projects, federal funding, operating expenditures, and fund transfers.

The Town has received numerous grants, including funding from the American Rescue Plan, and has outstanding fund transfers for capital items requiring a budget amendment of up to \$17,000,000 to accurately account for activity in the Town's Funds. Virginia Code §15.2-2507 provides that any locality may amend its budget to adjust the aggregate amount to be appropriated during the fiscal year as shown in the currently adopted budget; provided, however,

any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by first publishing a notice of a meeting and holding a public hearing before amending the budget. This Code section applies to all locality funds, i.e., General Fund, Enterprise Fund, Capital Fund, etc. Because the cumulative amount of the appropriations exceeds one percent of the currently adopted budget, a budget amendment public hearing is required.

A copy of the detailed budget amendment request is available for inspection by the public in the Office of the Clerk of the Town Council, Town Manager's office, 215 E. Main Street, Bedford, Virginia 24523.

By Order of the Clerk of the
Town Council

Published: June 20, 2022

Mayor Black opened the public hearing at 7:32 p.m.

There being no one to come forward to speak, Mayor Black closed the public hearing at 7:32 p.m.

CONSENT AGENDA

Appointment of Fire Chief for Bedford Fire Department

Mayor Black noted that Mr. Todd Stone had been elected by the Fire Department as Fire Chief and he would need to be appointed officially by Council on behalf of the Town.

Mr. Hailey moved, seconded by Mr. Carson, to appoint Todd Stone as Chief of the Bedford Fire Department for the Town of Bedford, Virginia.

Voted upon and carried by the following roll call vote.

Councilman Hartwick	aye
Councilman Shoen	aye
Councilman Stanley	aye
Councilman Carson	aye
Councilman Hailey	aye
Mayor Black	aye

The motion carried with six members voting aye.

Fire Chief Stone was congratulated by Council members who looked forward to working with him.

OLD BUSINESS

None.

NEW BUSINESS

Resolution – Adopting an Amendment to the FY2022 Budget

At the end of the fiscal year, certain organization account codes in the general ledger are expended beyond the current budget appropriation, while other organization account codes have unspent budget appropriation that is available for use. In order to balance the budget with the actual expenditures, a budget transfer to organization codes that have or are forecasted to have non-favorable balances is requested. The auditors review budget to actual variances in Exhibit 7 of the Annual Comprehensive Financial Report (ACFR), and expenditures beyond budget appropriations by function can result in an audit comment. Staff forecasts expenditures, as best as possible, to stay in compliance with this requirement.

ACTION REQUESTED:

Town Council is requested to approve the attached resolution which will appropriate budget funding and transfer existing funding to organization codes requiring additional funding.

Finance Director Anne Cantrell said the largest portion of money (\$8.4 million) was a transfer to the General Fund CIP. Essentially, the capital fund has been paying for these expenses over the last decade and the general fund has not made it whole or reimbursed it for these expenses. This entry will allow them to reimburse the capital fund for the expenditures.

Mayor Black noted this will balance the books a little more but will not affect the financial position of the Town. Mrs. Cantrell said it has not come up in any previous audit because for financial statements, all of the funds are combined together for presentation. This is looking at the two separately in the books.

Mr. Carson moved, seconded by Mr. Stanley to adopt the amendment to the FY2022 budget.

Voted upon and carried by the following roll call vote.

Councilman Shoen	aye
Councilman Stanley	aye
Councilman Carson	aye
Councilman Hailey	aye
Councilman Hartwick	aye
Mayor Black	aye

The motion carried with six members voting aye.

The resolution follows.

**RESOLUTION OF THE
TOWN COUNCIL OF THE TOWN OF BEDFORD
ADOPTING AN AMENDMENT TO THE FY2022 BUDGET**

WHEREAS, the Town of Bedford wishes to transfer budget to organization code accounts that have non-favorable variances; and

WHEREAS, the budget amendment includes appropriations that are more than 1% of the current adopted budget, and the required public hearing as required in the Code of Virginia §15.2-2507 has been held; and

WHEREAS, the auditors review budget to actual variances in Exhibit 7 of the Annual Comprehensive Financial Report (ACFR), and expenditures over appropriated budget can result in an audit comment; and

WHEREAS, Council needs to approve and authorize transfers in the General Fund, Solid Waste Fund, and Electric Fund.

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Bedford does hereby approve and appropriate the budget transfers as shown on the attached June Budget Transfers sheet.

GENERAL FUND

FROM:

100033-433165	DMV Alcohol Grant	(4,394.00)
100033-433166	DMV Speed Enforcement	(7,589.00)
100083-424914	BFVA Brownfields Grant	(129,716.00)
100083-424915	Community Grants	(637,765.00)
100033-433167	Byrne JAG 2022	(21,800.00)
100091-419212	ARPA	(4,500,000.00)
100091-441499	PY Fund Balance	(9,193,235.00)
		<hr/>
		(14,494,499.00)

GENERAL FUND**TO:**

10011120-511000	Compensation	1,125.00
10011211-511000	Compensation	3,525.00
10011220-531500	Legal Services	4,000.00
10011224-531200	Auditing Services	5,900.00
10011261-531404	Professional Services	10,000.00
10022210-531502	Special Fees	700.00
10033110-557269	DMV Alcohol Grant	4,394.00
10033110-557270	DMV Speed Enforcement	7,589.00
10033110-570005	Grant Expense	21,800.00
10033110-581100	Ballistic Vests	240.00
10033110-581313	Body Camera/Mic	306.00
10044133-512000	Overtime	4,450.00
10033210-560080	Fuel	3,000.00
10044133-521000	FICA	1,800.00
10044133-523000	Hospital Insurance	2,000.00
10044240-559010	Corrective Measure Landf	49,750.00
10088110-531404	Professional Services	65,100.00
10088150-570005	Grant Expense	24,545.00
10088170-556508	Bedford Chamber	2,500.00
10088170-556537	D-Day Memorial	5,000.00
10088170-556551	Central VA Business	2,500.00
10088170-558401	Keep Bedford Beautiful	1,500.00
10099600-592022	Transfer to EDA	10,014.00

10011130-531315	Codification of Ordinance	(8,000.00)
10011221-511000	Compensation	(4,000.00)
10011242-511000	Compensation	(10,000.00)
10011242-531270	Miscellaneous Accounting	(7,228.00)
10033420-531404	Professional Services	(40,000.00)
10033420-559016	Demolition of Structure	(30,000.00)
10099600-592022	Transfer to EDA	1,380,392.00
10099600-592016	Transfer to Gen CIP	8,481,597.00
10088900-557999	ARPA Water & Sewer	4,500,000.00
		<hr/>
		14,494,499.00

**ELECTRIC FUND
FROM:**

190056-441499	PY Reserves	(1,401,345.00)
		<hr/>
		(1,401,345.00)

**ELECTRIC FUND
TO:**

19989600-592018	Transfer to Electric CP	1,401,345.00
		<hr/>
		1,401,345.00

**SOLID WASTE FUND
FROM:**

570091-541102	Transfer In - Solid Waste	(6,500.00)
170091-441499	PY Fund Balance	(6,500.00)
		<hr/>
		(13,000.00)

**SOLID WASTE FUND
TO:**

57964210- 581605	Landfill Closure - Orange St	6,500.00
17969600- 592017	Transfer to SW Capital	6,500.00
		13,000.00
TOTAL ALL FUNDS		15,908,844.00

Proclamation – National Night Out 2022

Mayor Black read the following proclamation.

PROCLAMATION

NATIONAL NIGHT OUT 2022

WHEREAS, the National Association of Town Watch is sponsoring a unique, nationwide crime, drug and violence prevention program on August 2nd, 2022 entitled “National Night Out”; and

WHEREAS, the “39th Annual National Night Out” provides a unique opportunity for the Town of Bedford to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, the Town Police Department plays a vital role in partnership with a variety of agencies in the reducing crime, drugs and violence in the Town of Bedford; and

WHEREAS, it is essential that all citizens of the Town of Bedford be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in the Town of Bedford; and

WHEREAS, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the “National Night Out” program;

NOW, THEREFORE I, Mayor Tim Black, do hereby call upon all citizens of the Town of Bedford to join with the Police Department, the National Association of Town Watch in supporting “39th Annual National Night Out” on August 2nd, 2022.

FURTHER, LET IT BE RESOLVED THAT, I, Mayor Tim Black, do hereby proclaim Tuesday, August 2nd, 2022 as “NATIONAL NIGHT OUT” in the Town of Bedford.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Town of Bedford to be affixed this 2nd day of August, 2022.

Tim Black, Mayor

Mayor Black invited everyone to attend the National Night Out, which will be held at Liberty Lake Park this year, beginning around 5:30 p.m. He said the police department does an excellent job and he looks forward to the event, it is a fun evening.

ADJOURNMENT

7:41 p.m.

Tim Black, Mayor

Debra Anderson, Clerk of the Council