



**MEETING MINUTES
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Ground Floor Training Room
122 E. Main Street
Bedford, VA 24523
April 6, 2017
5:30 p.m.**

Economic Development Authority:

:Present:

Mickey Johnson, Vice-Chairman - Dist. 2; Wyatt Walton, Chairman - Dist. 3; Matthew Braud - Dist. 4; Jim Lusk - Dist. 5; Kelly Harmony - Dist. 6; Jim Messier - Dist. 7

:Absent: Dennis Novitzke - Dist. 1

:Staff Present: Traci Blido – EDA Secretary; Patrick Skelley – County Attorney; Carl Boggess – County Administrator; Jessica Hupp – Transcriber

:Staff Absent: None

:Guests: Steve Wilkerson – Board of Supervisors – EDA Liaison; Jonathan Witt – Liberty University; Kenneth Craig – Liberty University; Wyatt Woody – Parks & Recreation Department; Sean Castle – Parks & Recreation; Dennis Hackemeyer – Nanotouch Materials

(1) APPROVAL OF AGENDA

Mr. Walton asked for approval and/or any amendments to the Authority's April 6, 2017 agenda.

Mr. Braud moved, seconded by Mr. Johnson, to approve the April 6, 2017 EDA agenda, as presented.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Adopted Unanimously

(2) APPROVAL OF MEETING MINUTES –March 2, 2017

Mr. Walton asked for approval and/or any amendments to the Authority's regular March 2, 2017 meeting minutes.

Mr. Braud moved, seconded by Mr. Messier, to approve the March 2, 2017 meeting minutes, as presented.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

(3) REPORTS

A. Economic Development Director's Report

Mrs. Blido reported that TEVA announced they will be closing within the next three years, which came as a surprise to staff. Mr. Boggess and Mrs. Blido met with them a year ago and they felt they were moving upward. This past week Mrs. Blido and some state folks met with them to understand the asset we have in the building and employees. TEVA is looking for another pharmaceutical company to come in on a plug and play basis, much like TEVA did when Barr Labs was closing. The building is 423,000 square feet and TEVA is the second largest employer in the county behind GP Big Island. Staff will continue to work with state and local officials on how to find a new business use for the building. Mrs. Blido stated part of the campus at the back of the property will continue to operate through a Department of Defense contract making medicine for the adino virus. That seperate operation is actually looking to add employees in the next year.

Mrs. Blido reported that Mr. Garbarini, owner of Bedford Weaving Mills, passed away last week. Mr. Kolakowski has heard from his son, Mark, who has assured the business will continue to run as usual. There are 125 currently employed there.

Mrs. Blido reported that she and Ms. Hupp have continued meeting with our businesses. LiteSheet Solutions has moved into the old Gammapar building and will be filmed in a couple of weeks for an upcoming FrontPage production on CNBC. She has been asked to participate as well.

Mrs. Blido stated next week she will be at the Craft Brewer's Conference in D.C. with the Lynchburg Regional Business Alliance promoting our great water resources and local businesses that contribute to the brewing industry (Sentry, Smyth, Apocolypse), as well as Beale's Brewery opening up in June.

B. Monthly Financial Report

Mrs. Blido reviewed the monthly financial report with the EDA. Ms. Hupp reported there was nothing out of the ordinary, except the replacement of a thermostat at Vista Foods under Washington Street. Mrs. Harmony asked about money showing as revenue for CVCC. Ms. Hupp stated the report is behind, and that's why it shows two months revenue. (?)

C. Monthly Accounts Payable Report – Bills that have been paid

Staff reviewed the accounts payable report with the EDA.

D. Existing Business Report

Ms. Hupp reported she has attended a couple of workforce-focused meetings this week with Smyth and Commscope, in hopes of helping them build on a trained workforce for their businesses. Smyth is currently working with the Workforce Investment Board and Department of Labor to create an apprenticeship program.

Ms. Hupp also served on a committee with Ben Bowman to help the WIB select a new operator for the one-stop career center and adult and dislocated workers programs.

Ms. Hupp stated the Bedford One Program went to Genworth this past week, and will have another tour next week at the cadaver lab at Lynchburg College. In May, the committee will be meeting to discuss future strategies for the program and addressing workforce needs in the county.

Ms. Hupp stated there are currently three businesses that have submitted applications for the Main Street Program's Zero-Interest Loan Fund, which the EDA contributed matching funds for.

Ms. Hupp stated at the Bedford Area Chamber's Annual Awards Dinner Smyth Companies won Best Large Business, and Brook Hill Farm won Best Agribusiness and Best Non-Profit.

Ms. Hupp stated there was not much to report yet on the business appreciation event, but staff is trying to work out the details for an event at Beale's. We will keep you posted on a date.

E. FY 17-18 Budget Review

Mr. Walton asked the board to review the Fiscal Year 17-18 Budget. Ms. Hupp stated there is not much that is different from last year, but highlighted areas that may change such as CVCC's lease rate and Maxel High Fashions rent that the EDA no longer collects. Mrs. Blido said one item she thought we might change is work needing to be done in Montvale. Mrs. Blido stated there is close to \$1,000 each year that will need to be spent to maintain bush hogging in the park. Mr. Wilkerson asked about the cell tower revenue showing in the budget. Ms. Hupp stated she is showing it there to show how much we get per month and how much we have to date, but did not figure it into the total since it can only be used for water and sewer projects.

Ms. Hupp stated that Sheldon Cash suggested leaving in the \$120,000 for Bedford Center for Business maintenance. If the lease is renegotiated at CVCC, we will likely need to replace carpet and/or lighting.

Mr. Johnson asked how Vista Foods was doing. Mr. Boggess stated the yearly check we get has steadily decreased, however Holly seems happy with the amount they currently give us.

Mr. Johnson moved, seconded by Mr. Braud, to approve the Fiscal Year 17-18 EDA budget with the suggested amendments.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

(4) TOWN OF BEDFORD

A. Beale's and Bedford Update

Mrs. Blido showed the EDA pictures of Beale's improvements.

Mr. Kolakowski stated that he made a presentation at the statewide Brownfield's conference with their new solar developers. The presentation was well received by DEQ, and they made other comments on the success of the brewery project in utilizing Brownfields. They consider Bedford among the leaders in the state of utilizing Brownfield grants and redevelopment projects.

(5) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Ratify authorization to submit SSED grant application

Mrs. Blido stated that the EDA verbally authorized staff to submit the application for Southside Economic Development grant funds for a building on lot 3, but we need formal authorization from the board and for Mr. Walton's signature on the resolution.

Mr. Braud moved, seconded by Mr. Johnson, to authorize Mrs. Blido to submit the SSED grant application and allow the Chairman to sign.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

B. New London trail system discussion

Mr. Boggess stated he spoke with the EDA several months ago that if we wanted to have a successful business park, we needed to add in some amenities in the form of trails. Mr. Boggess said Mr. Woody and staff added walking and biking trails into the park for employees and residents to utilize. Mr. Woody showed a video of the newly added trails. Mr. Woody explained they've added several "bail out" points where people can get off the trails if they only want to walk or bike a certain distance.

Mr. Johnson asked if this would impede prospects or affect future development in the park. Mr. Boggess stated no, a lot of prospects want this kind of environment in a business park. He also had them develop trails in the "Phase 2" area of New London. Mr. Woody stated because they are dirt trails, they are very easy to change and won't get in the way of future development.

Mrs. Blido stated that she and Mr. Woody went to visit Poplar Forest and he offered to help with trails in that area too as they are planning to implement a new trail system for visitors and the public.

C. Lot 1 update

Mr. Boggess stated that the CAER is currently going over LU's counter proposal. Mr. Walton stated Mrs. Blido may want to introduce the guests. Kenneth Craig introduced himself as Director of Government Relations for LU and Jonathan Witt introduced himself as VP of Special Projects and Business Engagement. Mr. Walton stated that the project has been moving forward, and he hopes that we can all reach mutually agreeable terms. They are currently trying to resolve an issue with Nanotouch on Lot 1. Mr. Johnson asked if it may expedite the process to sign our agreement with LU. Mr. Boggess stated that he believes the crux of this deal is the CAER building. He doesn't know of any issues with our agreement with LU, but recommends we not do anything until CAER executes their agreement. Mr. Johnson feels we are impeding progress of the project if we do not sign until another party signs, as it's already implied that if the CAER doesn't sign the deal it won't go through. Mr. Walton stated he thinks we need to work out details with Nanotouch before we sign. Mr. Skelley stated we have some loose ends that need to be bundled up before taking action.

Mr. Braud stated that the EDA still had not seen the agreement from Liberty University, so he assumes there's nothing of concern in there for us. Mr. Walton said he and staff have a meeting scheduled with LU, Nanotouch, and the CAER to work out details of the deal. Mr. Walton stated he would like to emphasize that the EDA as an Authority is in support of the project, and knows there have been delays, but hopes things can be worked out.

Mr. Witt stated that he believes we've been working tirelessly to get this project finalized, and that LU has articulated all along they have a hard stop date of May 1. If they cannot close free and clear on the property by May 1, LU will not move forward on this deal, he said. LU does have an alternate plan to build the College of Engineering in a different location, even though New London is their ideal location. Mr. Witt stated they needed to be swapping keys and checks by that date.

(6) BEDFORD CENTER FOR BUSINESS

(7) MONTVALE CENTER FOR COMMERCE

A. Consideration to amend Montvale Center for Commerce covenants

Mrs. Blido stated that we had discussed at the last meeting her meeting with the businesses in Montvale to get their approval of the change in covenants. She was happy to report all tenants in the park were thrilled to have a new business coming to the park and had no issues with the changes proposed. Mr. Skelley stated the covenants currently prohibit “petroleum related enterprises” and Mr. Skelley suggests adding a clause that reads “other than warehouse distribution of lubricants or other motor vehicle related fluids for the use of resale”. Mrs. Harmony asked if we were still going to require them to put up a screening around outside storage. Mrs. Blido stated the covenants already read that screening is required, and Mr. Wilkerson noted that they will have to go along with anything advised through the special use permit.

Mr. Boggess stated he wanted to mention something for the future on stormwater. Mr. Boggess talked to Kevin Leamy about the stormwater management. The EDA had an agreement with DEQ that we could use its joint facility out there up until we reach 16%. We will likely use all that up with the Sampson Bladen deal, and are going to have to get into the quality aspect of stormwater now. Mr. Braud asked if it would be a one-time purchase issue and should we set aside some extra funds for it. Mr. Boggess said he thinks they should consider setting aside some money they make from the sale of the lot to put towards correcting this issue.

Mr. Johnson asked if they had any plans to put in convenience stores, to which Mrs. Blido stated they had not mentioned it.

Mr. Braud moved, seconded by Mr. Johnson, to amend the covenants as proposed.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

B. Authorization for recording and sale of graded lot

Mr. Braud moved, seconded by Mrs. Harmony, to authorize the Chairman to sign the deed to otherwise transfer the property to Sampson Bladen Oil Company.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

C. Quote for bushhogging in Montvale

Mrs. Blido stated she believes they’ve found the best price to take care of the bush hogging needs in Montvale in two phases. The tenants in the park have asked for excess shrubbery and weeds to be taken down in order to see their businesses from the road. The phase two of the bush hogging would take care cutting back overgrowth where the stormwater area is. She would like advice from an engineer to find out if they intended for there to be plantings in the stormwater area or if all of that is overgrowth that needs to be cut back. The total cost for phase one is \$2,500.

Mr. Messier moved, seconded by Mr. Braud, to authorize the staff to have Montvale Center for Commerce bushhogged.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

Ms. Hupp also stated staff plans to get the signs in Montvale fixed, as the EDA’s logo is beginning to peel off. Mrs. Blido stated that businesses were interested in having directional signs put up at some point as well. Mr. Braud stated we have to make sure to keep room for additional tenants in the future. Mrs. Blido said staff would look into directional signage.

(8) ALL OTHER BUSINESS

A. Consideration of Bedford County Fair sponsorship

Mr. Johnson moved, seconded by Mr. Messier, to sponsor the 2017 Bedford County Fair for \$5,000.

Voting yes: Mr. Johnson, Mr. Braud, Mr. Lusk , Mrs. Harmony, Mr. Walton, Mr. Messier

Voting no: None

Abstain: None

Mr. Braud asked if maybe some non-profits (ag-related) would like to use our booth space at the fair since we will not be there. Mrs. Blido suggested we ask some Ag Board members.

(9) ADJOURNMENT

-6:58 p.m.

APPROVED:

Chairman

Secretary