



**MEETING MINUTES
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Board Room
122 E. Main Street
Bedford, VA 24523
May 3, 2018
5:30 p.m.**

Economic Development Authority:

Present:

Dennis Novitzke - Dist. 1; Mickey Johnson, Chairman - Dist. 2; Wyatt Walton - Dist. 3; Matthew Braud - Dist. 4; Jim Lusk - Dist. 5; Kelly Harmony, Vice-Chairman - Dist. 6; Jim Messier - Dist. 7

Absent: None

Staff Present: Carl Boggess - County Administrator; Patrick Skelley - County Attorney; Traci Blido - EDA Secretary; Pam Bailey - Marketing & Business Development Coordinator

Staff Absent: None

Transcriber: Julia Peters

Guests: Edgar Tuck - County Supervisor District 2; Charla Bansley - County Supervisor District 3

(1) APPROVAL OF AGENDA

Chairman Mickey Johnson called the meeting to order and asked for approval and/or any amendments to the Authority's May 3, 2018 agenda.

Mrs. Harmony moved, seconded by Mr. Braud, to approve the May 3, 2018 EDA agenda, as presented.

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

Voting no: None

Adopted Unanimously

(2) APPROVAL OF MEETING MINUTES - April 5, 2018

Chairman Johnson asked for approval and/or any amendments to the Authority's regular April 5, 2018 meeting minutes.

Roanoke Regional Partnership Director Beth Doughty and she didn't think we would get enough benefits from being a member of both and he said the cost per capita would be higher in Roanoke too. Mrs. Blido suggested having an update from the Lynchburg Regional Business Alliance. Mr. Boggess stated that an update should have more substantial analytical data rather than a marketing presentation. Mrs. Blido will contact Megan Lucas and confer the EDA members' requests. The Board of Supervisors in attendance, Edgar Tuck and Charla Bansley, will inform the other County Supervisors about the EDA's discussions and concerns on this subject.

B. Monthly Financial Report and Incentive Update

Staff reviewed the financial report with the EDA members and answered questions.

C. Review Draft EDA Budget 2018-19

Staff reviewed the draft EDA budget with the EDA members and answered questions. There will be another review next month for any amendments or changes to the proposed budget.

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

Staff reviewed the accounts payable report with the EDA members and answered questions.

(4) TOWN OF BEDFORD

A. Consideration of Cintas Request for Assistance

Chairman Johnson and Mrs. Blido toured Cintas and found they have a problem with the Smith Mountain Lake water which is too hard for their use and they will have to add a softener system. They have approval from the Town EDA, BRWA, and Cintas to pay one fourth each of the cost if the County EDA agrees to pay one fourth also which is approximately \$34,000. There is \$38,572 in the budget under the New London water tank lease revenue funds that could be used for the Cintas request. The performance agreement with Cintas has been fulfilled and they have currently four full-time job openings at a starting salary of \$11.40 per hour. Mrs. Blido asked the EDA members if they would like to assist Cintas in this project.

Mr. Walton moved, seconded by Mr. Braud to approve the request for assistance to Cintas for \$34,000 for a water softener system.

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

Voting no: None

Adopted Unanimously

(5) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Update on Site Development/Grading Work

Mr. Boggess reported that 95% of the work is now complete. The Lot 7 grading is done and they are finishing the commercial entrance on Lot 4. The Nanotouch grading was done separately and contracted with Coleman-Adams.

B. Shell Building Update

Mr. Boggess reviewed the Masters Engineers & Designers proposal with the EDA members. The work would be done on an hourly basis and the figures on the proposal were estimates. He requested the Authority approve his request to execute an agreement with Masters. He felt they needed to go forward

with J.P. Morris to see if VDOT will pay something, but he knows VDOT does not want to maintain drainage for secondary roads. He thinks it is a drainage problem and is not sure it would be a normal performance agreement. Mrs. Blido said Custom Truck has 15 new jobs open and needs a parking area. Discussion followed regarding the problems of approving such a request especially when the request is from the developer versus the company itself. No action was taken at this time.

Mr. Boggess asked the EDA members to take a quick tour of the new Economic Development space across the hall which will have a nice meeting room and consider if they want to have EDA meetings in the new space beginning in August or September.

Mr. Lusk asked if the EDA could give some incentive to Chuck Overstreet who is putting in a hardware store near the Kroger. Mrs. Blido stated we normally do not do incentives for retail and Mr. Boggess said we do not want to go down that road. Mrs. Blido suggested Mr. Overstreet go through the BRWA's new economic development incentives if he would need help with sprinkler systems. Mr. Boggess said they have changed how they calculate some of the fees so the fees have become more reasonable and Mr. Overstreet may be able to afford the fees now.

(9) ADJOURNMENT
7:31 p.m.

APPROVED:



Chairman



Secretary