



**MEETING MINUTES
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Board Room
122 E. Main Street
Bedford, VA 24523
April 4, 2019
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; Kristy Milton - Dist. 5; Kelly Harmony - Dist. 6; Jim Messier, Vice-Chairman - Dist. 7

Absent: None

Staff Present: Robert Hiss - County Administrator; Patrick Skelley - County Attorney; Traci Blido - EDA Secretary; Pam Bailey - Marketing & Business Development Coordinator; Sheldon Cash - Director of Public Works

Staff Absent: None

Transcriber: Julia Peters

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

(1) APPROVAL OF AGENDA

Chairman Johnson asked for a motion to approve and/or any amendments to the Authority's April 4, 2019 agenda.

Mrs. Harmony moved, seconded by Mr. Braud, to approve the April 4, 2019 EDA agenda, as presented.

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

Voting no: None

Adopted Unanimously

(2) APPROVAL OF MEETING MINUTES - March 7, 2019

Chairman Johnson asked for approval and/or any amendments to the Authority's regular March 7, 2019 meeting minutes.

Mr. Walton moved, seconded by Mr. Braud, to approve the March 7, 2019 meeting minutes, as presented.

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

Voting no: None

Adopted Unanimously

(3) REPORTS

A. Economic Development Director's Report

Mrs. Blido reported that the Governor announced on Friday that Bedford received over \$1 million for the broadband project. The county has two ongoing broadband projects, one is in the Smith Mountain Lake area with Comcast where no county match of funds is required. The second project that will build out the rest of the county has a match of \$1.5 million. She thanked the Board of Supervisors (BOS) for approving the match. This project will take approximately \$3.5 – \$4 million to complete and hopefully, we will receive approval for a Tobacco Commission grant which the BOS has agreed to match as well. We had a prospect visit on Tuesday that came directly through our relationship with Simplimatic. Simplimatic suggested they look at Bedford County and Mrs. Blido met with their representative. She also met with a delegation from seven United Kingdom (UK) companies brought to her through Mid-Atlantic Broadband and the Lynchburg Regional Business Alliance. The delegation toured the CERE building and the New London Business & Technology Center park while they were here. Some of the representatives want to come back and explore further so she will stay in touch and follow up. Mrs. Blido also attended the Virginia Economic Development Association (VEDA) conference in Harrisonburg where she co-chairs the awards program and reviewed 11 applications for Community Economic Development Awards. The Town of Pulaski won an award for turning brownfields and blighted buildings into places of business, and Powhatan County won an award for overhauling their Economic Development Program and hiring an Economic Developer. James City won for implementing a culinary training program where restaurants, during their off-hours, will train young people for jobs in the industry. Alexandria and Arlington won for acquiring Virginia's largest economic development project, Amazon, with a \$2.5 billion investment and 20,000 jobs. An Honorable Mention was given to the Roanoke Region for their outdoor-themed branding. At Monday's BOS meeting, Mrs. Blido presented information about building out the Rucker Road public water line and the Burnbridge Road public sewer line. The BOS approved \$60,000 for the Rucker Road project and she will speak to the EDA about Burnbridge Road later in tonight's meeting. Under Vista Food's lease agreement, they are to give us .1% of their annual sales which totalled \$1,995 this year, translating to just under \$2 million in sales. Since December 2017, we have received \$38,250 in rent from Vista Foods at \$2,550 per month and our expenses have been \$758.

B. Marketing/Business Development Report

Ms. Bailey reported that Bedford One is wrapping up the school year and has one more tour, visiting Lynchburg College. This year they visited 18-19 companies/organizations/schools and exposed 200 students to the various industries in the region. There is at least one success story at US Pipe where one student was hired there. Mrs. Blido noted that in the past, two students had been hired by Smyth following a Bedford One tour. The committee will start planning next year's tours sometime in May. Last week Ms. Bailey went to the Bedford Chamber of Commerce Awards Dinner. Mrs. Blido had nominated Denny Huff as Citizen of the Year and he won. He also won as Non-Profit of the Year for the Bedford Health Foundation. Ms. Bailey participated in a Shark Tank Project for 9th grade students at Jefferson Forest High School. She said some of the students' products were creative and very viable. Mrs. Blido and Ms. Bailey noted that some of the "For Sale" signs at the Montvale Center for Commerce were stolen. Next week on Tuesday and Wednesday, the Worlds of Opportunity Expo will be held at Liberty University's indoor track. They are expecting 4,500 students to attend and see the exhibits. The next EDA

Business Appreciation event is set for May 16 from 5:00 p.m. – 7:00 p.m. at Beale's in conjunction with the Town of Bedford.

C. Monthly Financial Report (March 2019)

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

D. Monthly Accounts Payable Report – Bills that have been paid (March 2019)

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

(4) TOWN OF BEDFORD

Dave McCormack is still meeting with the Town Council but they have moved the next meeting to the 9th of April.

(5) BEDFORD CENTER FOR BUSINESS

Mrs. Blido said she has asked the VEDP to submit on their statewide program that we are a step closer on the site characterization list. Chairman Johnson noted that the trucks are still sitting and parking on the road. It makes an unsafe situation and promotes illegal activity because of blocking the view or sight of the police that are patrolling the area. Mrs. Blido will contact the company.

(6) MONTVALE CENTER FOR COMMERCE

Mrs. Blido said that Judy is still trying to get the shovel in the ground just like we are trying to get the shell building up, so we continue moving forward.

(7) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Shell Building Construction Update

Mr. Cash reported that the new design of the road was completed on March 25. Everything was submitted to VDOT and nothing official has been received back but the preliminary response is the plans are fine with some possible tweaking. The initial round of the building site plan review process has been completed. Hurt & Proffitt will respond to the comments made and have the second site plan ready on Monday, April 8. Mr. Cash has met with the building contractor who has indicated that they want to begin work the first part of May. The current timeline has the grading work done in May, with concrete poured in June and the metal building delivered at the end of June. The construction cost estimate for the road extension will be provided to the EDA at their next meeting. The ballpark estimate was \$200,000 but the numbers will be fine-tuned and they can get an actual engineer's estimate by next month's meeting. At this point Mr. Cash does not see any roadblocks.

B. CLOSED SESSION

Mr. Braud moved, seconded by Mrs. Harmony, that the Bedford County Economic Development Authority go into Closed Session pursuant to Section 2.2-3711(A)(8), consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

(8) NEW BUSINESS

A. CLOSED SESSION

Mr. Braud moved, seconded by Mrs. Harmony, that the Bedford County Economic Development Authority go into Closed Session pursuant to Section 2.2-3711(A)(5), discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

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

Voting no: None

Adopted Unanimously

Mr. Braud moved, seconded by Mrs. Harmony, to return to regular session.

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

Voting no: None

Adopted unanimously

WHEREAS, the Bedford County Economic Development Authority has convened a Closed Meeting on this 4th day of April 2019, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Bedford County Economic Development Authority that such closed meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED, on this 4th day of April, 2019, that the Bedford County Economic Development Authority does hereby certify that, to the best of each member's knowledge, (i) 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 (ii) only such public business matters as were identified in the motion convening the closed meeting was heard, discussed or considered by the Bedford County Economic Development Authority.

<u>MEMBERS</u>	<u>VOTE</u>
Dennis Novitzke	Yes
Mickey Johnson, Chairman	Yes
Wyatt Walton, III	Yes
Matthew Braud	Yes
Kristy Milton	Yes
Kelly Harmony	Yes
Jim Messier, Vice-Chairman	Yes

Mrs. Milton moved, seconded by Mr. Braud that the EDA authorize \$50,000 for the extension of the sewer line along Burnbridge Road.

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

Voting no: None
Adopted Unanimously

(9) OTHER BUSINESS
A. Planning Day Agenda Discussion

The June 6 date which is the National D-Day celebration, is unsuitable for an EDA meeting due to numerous conflicts for the Authority members and county staff. The June EDA regular meeting is rescheduled to Tuesday, June 4 at 5:30 p.m. and the planning day will be scheduled for a day to be determined in the Fall.

(10) ADJOURNMENT

6:50 p.m.

APPROVED:


Chairman


Secretary