



**MEETING MINUTES  
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Building  
Board Room  
122 E. Main Street  
Bedford, VA 24523  
November 7, 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:** Traci Blido - EDA Secretary; Pam Bailey - Marketing & Business Development Coordinator; Sheldon Cash - Director of Public Works; Robert Hiss - County Administrator; Amanda Kaufman, Deputy County Administrator; Patrick Skelley - County Attorney

**Staff Absent:** None

**Transcriber:** Julia Peters

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

**(1) APPROVAL OF AGENDA**

Chairman Johnson asked for a motion to approve and/or any amendments to the Authority's November 7, 2019 agenda.

**Mrs. Harmony moved, seconded by Mr. Novitzke, to approve the November 7, 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 - October 8, 2019**

Chairman Johnson asked for approval and/or any amendments to the Authority's October 8, 2019 meeting minutes.

**Mr. Braud moved, seconded by Mr. Walton, to approve the October 8, 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) SPECIAL APPEARANCE - Amanda Kaufman, Deputy County Administrator**

Mrs. Blido introduced Amanda Kaufman, the new Deputy County Administrator, who comes from Marion, Iowa, where she was the Deputy City Manager. She has been involved in the International City and County Managers Association (ICCMA) local government management fellow program and was named as the Emerging Leader award winner in 2016 from the Iowa City and County Management Association. In 2014, she received the ICCMA Early Career Leadership Award so we are very fortunate to have her join us. Ms. Kaufman stated that she is looking forward to working with everyone and Chairman Johnson welcomed her to Bedford.

**(4) REPORTS**

**A. Economic Development Director's Report**

Mrs. Blido announced that Bedford County received a Tobacco Commission grant for \$201,000 and the D-Day Memorial also won a grant for \$234,000. She has been working to recruit a company that is looking for a 5,000 to 10,000 square foot space. This company just received \$1.5 million in grant money, one of the last R&D grants available to commercialize their product. Teva Pharmaceuticals released their WARN notice on October 14 which activated a storm of workforce officials helping to assist employees in education and retraining before layoffs begin in 2020 for the 330 employees. The layoffs are expected to occur in waves throughout 2020. Teva's 450,000 sq. ft. building is continuously being marketed and there has been interest, but the international real estate company is doing the negotiations, so we will keep trying to find the best use for that building. The broadband grants are being well used with Comcast doing a lot at Smith Mountain Lake while Blue Ridge Towers is working fast to get the 10 towers up. The Department of Rail and Transportation has published a survey which can be found on the Bedford Economic Development webpage, among others. Mrs. Blido encouraged the EDA members to complete the survey which only takes a few minutes, because the more people that take the survey and show interest in the train stop, the more we will benefit. Georgia Pacific received the Salute to Manufacturing Award from the Lynchburg Regional Business Alliance this month, recognizing their tremendous impact in Bedford County, and we continue to wait for an announcement from the Governor's office regarding a business expansion the EDA discussed several months ago.

**B. Marketing/Business Development Report**

Ms. Bailey reported that next week's Bedford One tours are at L3 Harris and LU CERE and she continues to work on future tours. In October, she attended the International Economic Development Council (IEDC) conference where she learned about issues that economic developers are facing nationally. These issues are problems for our county and other communities; such as child care, public transportation, and

work-based education. Mrs. Blido pointed out that Bedford County has been designated a child care desert. Ms. Bailey said there are four million remote workers in the U.S. so broadband is as important as electricity and we are doing a good job in this area. We also must invest in beautifying places to make them attractive and where people want to come to live and work. In workforce readiness, it is important to retain and re-train existing employees. The U.S. Drug Czar from the Trump Administration was at the conference and she said the opioid epidemic has contributed to the low labor force participation rate because so many individuals are not in the job market. Nearly half of the decline in the labor force since 2000 is due to opioid and drug addiction. Mr. Skelley noted that Bedford has a meth crisis and the number of children here in foster care has skyrocketed from around 30 to 114. Ms. Bailey also learned that some products made in China are actually cheaper now to make in the U.S. due to higher wages in China.

**C. Monthly Financial Report (October 2019)**

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

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

Staff reviewed the accounts payable report with the EDA members and answered questions. Mrs. Blido noted that there was an expense for repairing some damage to the Vista Foods building, but the insurance company has already reimbursed us. Mr. Cash stated that around October 14, a person driving a Blazer drove forward instead of reverse in a Vista Foods parking spot and hit the building, knocking some blocks into the store.

**(5) TOWN OF BEDFORD**

Mrs. Blido reported that the Town received an IRF grant for \$400,000 which will be very helpful for the Waukeshaw Development project. Mary Zirkle is planning a Town-wide community needs meeting at BSTC on Thursday, November 14, at 5 p.m. She hopes to get input on housing improvements and streetscape matters in the Town of Bedford.

**(6) BEDFORD CENTER FOR BUSINESS**

**A. Approve CVCC Lease Agreement**

Mrs. Blido said the lease expires 6/30/20 and the new five year lease begins 7/1/20 and terminates 6/30/25, which is essentially the same as the previous lease, but has been updated for the current conditions, rent change to offset the new HVAC costs, and will require a six-month notice by either party wishing to vacate after the five year term. If there is no response by either party after the five year lease expires, the terms will continue on a year-to-year basis.

Discussion followed regarding beautifying the Bedford Center for Business and working on the signage.

In response to a question regarding any other future big ticket costs, Mr. Cash said the only additional large cost known at this time will come from sealcoating and restriping the parking lot. He does not know the price for the work now, but will be looking at the dollar amount closer to Spring.

**Mr. Braud moved, seconded by Mr. Messier to authorize the Chairman to sign CVCC's new five year lease with the noted changes at a rate of \$11,858 per month.**

**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 Mr. Novitzke to authorize Chairman Johnson to sign the Trane HVAC proposal for CVCC at a cost of \$147,026 for three units.**

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

**Voting no: None**

**Adopted Unanimously**

**B. Rezoning of Private Property Update**

Mrs. Blido said the Town will hold a public hearing to rezone the private residence that is just within the Bedford Center for Business to the right. Mayor Steve Rush is a realtor and has the property listed at \$269,900. It is a 4,000 sq. ft. ranch style home with three bedrooms and five baths on 10 acres, with a pond. A sale was pending but it was cancelled due to the three or four month wait-time for the rezoning process. If the EDA is interested, Mrs. Blido wanted to bring it to their attention that this property is for sale. She noted the house could be taken down and an engineering firm would need to look at the soils and any possible building layout. Discussion followed regarding whether the Town wanted to pursue buying it and the potential for commercial property. Consensus was to wait and see what happens in the next few months, and Mrs. Blido will update the EDA members on the property's status.

**(7) MONTVALE CENTER FOR COMMERCE**

**A. Quitclaim Deed for Rosemary Luck**

Mr. Skelley reported that in 2006, the EDA put in Colonial Fork Drive and there is a strip of land between Colonial Fork and Starview Lane. Starview Lane was vacated by the County and the EDA transferred the piece of land to the neighboring landowners, but did not reference half of Starview Lane from the center line. A current title search shows this piece of land that bisects Ms. Luck's property and it needs to be conveyed to her, as it was the original intent.

**Mr. Walton moved, seconded by Mrs. Milton to authorize Chairman Johnson to sign the Quitclaim Deed for Rosemary Luck.**

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

**Voting no: None**

**Adopted Unanimously**

**(8) NEW LONDON BUSINESS AND TECHNOLOGY CENTER**

**A. Shell Building Construction Update**

Mr. Cash reported that the concrete foundation, steel framing, roof, and roof insulation are all completed. They are working on the side walls now and during the next months will be doing more site work and getting ready for the curbing and guttering, parking area, and masonry finishes which is the brick and stone veneer. They will follow up with the electrical as well. The project's progression is looking good and the dry weather has helped with final completion expected in mid February.

**B. Meade Road Extension Update**

Mr. Cash said we are still looking at regulatory approvals, but preliminary approvals are done and Mrs. Blido signed off on the final plans. The change order was originally authorized for \$343,760 but the price will come down since the road was shortened by 100 feet. He encouraged all EDA members to go by and look at the progress of these projects.

**(9) OTHER BUSINESS**

**A. Burnbridge Road Sewer Project Update**

Mrs. Blido said they had an interesting meeting yesterday at Apocalypse Ale Works where they invited all 17 of the landowners on Burnbridge Road so they could all talk about the project. Only five of the landowners did not attend. Ms. Bailey made fliers and hand delivered them to the landowners. Staff presented a timeline for the project to the landowners and they would pay \$162,000 for constructing the sewer line along the road with the EDA contributing \$50,000 and the Board of Supervisors contributing \$100,000, with a December 6 deadline to collect the funds. They passed out the escrow agreements and the landowners are to provide a check to the EDA for the escrow account. The start of construction will be January 22 and the landowners will get credits or coupons based on their contributions that they can use for connecting into the system. The staff received a good response from the landowners and were close to having the necessary \$162,000 pledged. The five people that were absent will be approached for their share of investment and we will see where we are by the deadline.

**B. Review 2020 EDA Meeting Calendar**

The EDA members reviewed the proposed meeting schedule for the year 2020 and amended the year "2020" to read "2021" for the January 7, 2021 meeting day.

**Mr. Messier moved, seconded by Mrs. Milton to approve the 2020 EDA meeting calendar as amended.**

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

**Voting no: None**

**Adopted Unanimously**

**C. Review Proposed By-Laws Amendment**

Mrs. Blido said the staff reviewed the By-laws and the Code of Virginia regarding **Closed Sessions** and suggested adding "**Item J**" shown in redline in the agenda packet to the by-laws under **Article VII**. Any change must be reviewed first for 30 days before being adopted so tonight is only for the notice and if the members do not object, the changes can be approved at next month's meeting.

**(10) CLOSED SESSION**

**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.**

**Mr. Braud moved to enter into Closed Session.**

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

**Voting no: None**

**Adopted Unanimously**

The EDA invited staff and guests to remain for the closed session.

**Mr. Braud moved, seconded by Mr. Walton 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 7th day of November 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 7th day of November 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.**

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

**(10) ADJOURNMENT**

6:56 p.m.

**APPROVED:**

  
Chairman

  
Secretary