



**MEETING MINUTES
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Building Board Room
122 E. Main Street
Bedford, VA 24523
December 3, 2015
5:30 p.m.**

Economic Development Authority:

:Present:

Dennis Novitzke – Dist. 1; Mickey Johnson – Dist. 2; Wyatt Walton – Vice Chairman, Dist. 3; Matthew Braud, Dist. 4; Jim Lusk – Chairman, Dist. 5

:Absent: Kim McCabe, Dist. 6; Kristy Milton, Dist. 7

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

:Staff Absent: None

:Guests: Sheldon Cash – Public Works; Mr. Paul Kelbaugh

(1) APPROVAL OF AGENDA

Mr. Lusk asked if anyone had any changes they wished to make to the agenda.

Mr. Walton moved, seconded by Mr. Braud, to approve the December 3, 2015 agenda, as presented.

Voting yes: Mr. Novitzke, Mr. Lusk, Mr. Braud, Mr. Johnson, Mr. Walton

Voting no: None

Adopted unanimously

(2) APPROVAL OF MEETING MINUTES – November 5, 2015

Mr. Lusk asked for approval and/or amendments to the Authority's November 5, 2015 meeting minutes.

Mr. Braud moved, seconded by Mr. Novitzke, to approve the November 5, 2015 meeting minutes, as presented.

Voting yes: Mr. Novitzke, Mr. Lusk, Mr. Braud, Mr. Johnson, Mr. Walton

Voting no: None

Adopted Unanimously

(3) REPORTS

a. Resolution to Paul Kelbaugh

WHEREAS, the Bedford County Economic Development Authority (EDA) has been an active and hard-working component of the economic development efforts of Bedford County for many years; and,

WHEREAS, the success of the EDA is largely dependent on effective and consistent leadership; and,

WHEREAS, Mr. Paul C. Kelbaugh has contributed to the success of the EDA through his dedicated leadership and service; and,

WHEREAS, Paul has offered his time and talent in his capacity as a member of the EDA for a period of six years, having been elected to that position on February 19, 2009 and continuing until April 30, 2015; and,

WHEREAS, during his six years of service, Paul served as both Chairman and Vice-Chairman; and played a key role in locating the Center for Advanced Engineering and Research, Simplimatic Automation, and an electrical substation that will serve new tenants in the New London Business and Technology Center park; and

WHEREAS, Paul has served as a valuable asset in Economic Development Authority decisions, impacting the economy and job growth.

NOW, THEREFORE BE IT RESOLVED THAT, the Bedford County Board of Supervisors hereby recognize Mr. Paul C. Kelbaugh for his outstanding dedication and leadership as a member of the Bedford County EDA; and,

BE IT FURTHER RESOLVED THAT, the members and staff of the EDA extend their sincere appreciation to Mr. Paul C. Kelbaugh through the adoption of this resolution and direct that a copy of the resolution be presented to him and made a part of the minutes of the EDA meeting.

b. Economic Development Director's Report

Mrs. Blido reported how appreciative she is to have an active and interested EDA and hopes they enjoy the candy we left at their seats as a token of staff's appreciation.

Mrs. Blido stated she met with GP Big Island and heard that the expansion was going well. She also discussed with them their plans for 2016. At the present, GP has 330 full time employees, 240 of which are hourly employees, as well as a strong college internship program with surrounding colleges. They have many plans for their 125th anniversary in 2016. Mrs. Blido stated they talked about different types of EDA incentives, the Virginia Jobs Investment Program which pays companies for every employee they

hire with no claw backs, and other tools available through the Virginia Economic Development Partnership (VEDP).. Mrs. Blido also met with Catalyst Communications and Innerspec in Forest. At Catalyst they discussed how business was changing. Mrs. Blido stated Innerspec's new facility in Forest is double in size from their old location in Lynchburg and they now have plenty of room to grow.

Mrs. Blido stated the Cintas expansion is moving forward in Bedford and they are currently putting in new laundry sorting equipment. They plan to add 15 employees within the next three years.

Mrs. Blido reported that staff has been working on the budget, and has written CIP requests for both the Washington Street buildings, and for the extension of natural gas to New London/Bedford. Mrs. Blido stated that she has asked for the same amount of funding for the EDA as this past fiscal year, due to the continued need for incentive money, especially if everything pans out with companies she is currently talking to who are looking to expand. Mrs. Blido stated that staff will continue our marketing efforts including the billboards, a TV ad, and aerial photography of the business parks to promote online.

Mrs. Blido stated that the two regional boards will vote on December 10 to make a decision on whether Region 2000 and the Lynchburg Regional Chamber will merge.

Mrs. Blido reported that 2016 should be a big year, adding that we hope to be able to do some revitalization work in the Town of Bedford too. Mrs. Blido stated staff has heard from DHCD, who had further questions about the IRF grant application for a potential Bedford project, which we expect is a good sign.

Mrs. Blido reported that the Broadband Advisory Committee met today to discuss Internet Service Providers for the Montvale area and it came down to two that applied to Mid-Atlantic Broadband Communities Corp. (MBC). Everyone seemed to be in agreement on the ISP that MBC proposed -and it should be made known by next week.

Mrs. Blido extended an invitation to the EDA to attend the 2015 Economic Summit taking place on December 16 at Liberty University's Williams Stadium at 7:30 a.m. Region 2000 and the Lynchburg Regional Chamber of Commerce will have economists coming in to talk about the state of the economy in our region.

c. Monthly Financial Report

Mrs. Blido reviewed the monthly financial report with the EDA.

d. Monthly Accounts Payable Report – bills that have been paid

Mrs. Blido reviewed the accounts payable report with the EDA.

e. Existing Business Report

Ms. Hupp reported that in addition to the departmental budget request, staff has put in a new employee request to help with administrative tasks of the office that would allow for Ms. Hupp to work more on the existing business efforts.

Ms. Hupp reported that the Bedford One tours have wrapped up for the year. In the Fall of 2015, the Bedford One Program planned three tour dates at eight business locations with a total of 112 student participants. The steering committee will begin planning spring tours next week. Mr. Lusk asked if 112 students was a large number, to which Ms. Hupp stated it is above the average.

Ms. Hupp reported we will hold a Quarterly Business Roundtable meeting with our businesses next Thursday from 8:30 – 10 a.m. at Simplimatic Automation. Ms. Hupp stated we currently have above average attendance registrations at the event, with a mixture of high school CTE's, workforce investment folks, and local companies on the RSVP list.

Ms. Hupp reported that the Bedford Parade will be held this Saturday at 11 a.m. and they are currently looking for someone to represent the county in the parade. Ms. Hupp stated if anyone from the EDA was interested to let her know.

(4) Washington Street

(5) Montvale Center for Commerce

(6) Bedford Center for Business

Mr. Boggess reported that Mr. Kolakowski has stated there should be no cost to the EDA to cut down timber in the Bedford Center for Business while they're clearing out designated Town of Bedford areas.

(7) New London Business & Technology Center

A. Resolution to authorize issuance of revenue refunding bonds

Mr. Boggess explained that the EDA acted as a conduit for the Board of Supervisors for bonds in 2006 to assist the group home and nursing home. The County is hoping to authorize issuance of new bonds in order to secure a lower interest rate on a project that will cut the debt service by half. Mr. Boggess stated it is in the County's best interest.

A discussion followed about the EDA's role and benefits of authorization for issuance of revenue refunding bonds.

Mr. Braud moved, seconded by Mr. Johnson, to adopt the resolution for the issuance of revenue refunding bonds.

Voting yes: Mr. Novitzke, Mr. Lusk, Mr. Braud, Mr. Johnson, Mr. Walton

Voting no: None

Adopted Unanimously

(8) Closed Session

Mr. Braud moved, seconded by Mr. Novitzke, that the Bedford County Economic Development Authority go into Closed Session pursuant to Section 2.2-3711 (A)(3), for discussion or consideration of the acquisition or disposition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, specifically as it pertains to lease negotiations for Central Virginia Community College – Bedford Center.

Voting yes: Mr. Novitzke, Mr. Braud, Mr. Lusk, Mr. Johnson, Mr. Walton
Voting no: None
Adopted unanimously

Authority member Mr. Lusk made a motion, seconded by Authority member Mr. Braud, to go back into regular session.

Voting yes: Mr. Novitzke, Mr. Braud, Mr. Lusk, Mr. Johnson, Mr. Walton
Voting no: None
Adopted unanimously

On a motion made by Authority member Mr. Lusk, which was seconded by Authority member Mr. Braud, which carried on a vote of yes, the following resolution was adopted:

Whereas, the Bedford County Economic Development Authority has convened a Closed Meeting on this the 3rd day of December 2015, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, §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 3rd day of December 2015, 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
Matthew Braud	Yes
Wyatt H. Walton, III, Vice-Chairman	Yes
James A. Lusk, Chairman	Yes
Mickey Johnson	Yes
Kristy Milton	Absent
Kimberly McCabe	Absent

Mrs. Blido stated that she may be bringing a project to the EDA next month that seeks assistance from the BRWA water fund to extend a sewer connection.

Mr. Walton asked Mr. Boggess what the vote will be for the Lynchburg Regional Chamber and Region 2000 Business and Economic Development Alliance next week. Mr. Boggess stated he believes it will pass and that he plans to vote against it. Mr. Boggess stated he will explain that Bedford will continue to support Region 2000 irrespective of the vote, but finds it difficult for any county with their own chamber to vote in the merger's favor.

Mrs. Blido stated that the funding that comes from the county to the Region 2000 Alliance will continue to be used for Region 2000 marketing efforts only, and not on any Lynchburg chamber events.

(9) Adjournment

-6:39 p.m.

APPROVED:

Chairman

Secretary