



**MINUTES**  
**BEDFORD COUNTY**  
**ECONOMIC DEVELOPMENT AUTHORITY**  
Bedford County Administration Ground Floor Training Room  
122 E. Main Street, Bedford, VA 24523  
September 02, 2021 – 5:30 PM

**(1) Call to Order & Determination of Quorum**

**Present:** Rhonnie Smith – Dist 1; Wyatt Walton – Dist 3; Matthew Braud – Dist 4; Kristy Milton – Dist 5; James Robertson – Dist 6; Jim Messier – Dist 7

**Absent:** Vicki Gardner – Dist 2

**Staff Present:** Pam Bailey, Brandon Butler, Doug Coffman, Robert Hiss

**Guests:** County Supervisor Charla Bansley, County Supervisor Edgar Tuck

**(2) Approval of Agenda**

**Matthew Braud made a motion, seconded by James T. Robertson, Jr, to approve the agenda as presented.**

**Voting yes:** Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier

**Voting no:** None

**Motion Passed.**

**(3) Approval of Minutes**

**a. August 5, 2021 EDA meeting minutes**

**Matthew Braud made a motion, seconded by Rhonnie Smith, to approve the Minutes of August 5, 2021**

**Voting yes:** Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier

**Voting no:** None

**Motion Passed.**

**(4) Reports**

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

Ms. Bailey reported that she visited Sentry Equipment, a company that is growing and expanding to a third shift, with 250 employees currently. Candidate for Governor, Glenn Younkin was there and spoke about how Bedford County was a great place to be, and she was able to share her thoughts with him. She noted that Sentry Equipment has been impacted by the shortage of parts and the increased cost of materials. She also met with representatives from Intercon, the Lynchburg Regional Business Alliance (LRBA), and the Virginia Economic Development Partnership (VEDP). Intercon is also growing and will be hiring another ten to twenty people, but they need help in finding assembly workers. Ms. Bailey also attended GO Virginia meetings where they are working on growth and diversification plans for upcoming years and she met with a couple more businesses to discuss their expansions. Grading plans for Lots 10a and 12a in the New London Business and Technology Center are underway. County Administration is in the process of applying for a Virginia Telecommunication Initiative (VATI) grant to buildout broadband through the remainder of the County. Chairman Messier signed a letter of support on behalf of the EDA for this grant.

**b. Marketing/Business Development Report**

Ms. Bailey said she included a copy of the County demographics in the EDA agenda packets, noting the County has seen a 15% increase in population since 2010. She also reviewed the unemployment and labor force figures with the EDA members. She reported that the CTE Academy is underway at CVCC. The program is offered as dual enrollment to high school students. Unfortunately, this program is not paid for by Bedford County Public Schools and no grants or financial aid is available to parents or students, although the program is a good asset for the region.

**c. Financial Reports**

Staff reviewed the financial report with the EDA members and answered questions. Ashley Anderson from Fiscal Management will come to a future EDA meeting and will cover the audit and answer the EDA's questions.

**d. Monthly Accounts Payable Report – (see August bills that have been paid)**

<b>EDA</b>	
Whittington Consulting – Website Management – August	\$ 150.00
EDA Mileage –August meeting	\$ 91.45
Julia Peters – July and August meeting minutes	\$ 331.25
<b>Bedford Center</b>	
Peaksview Landscaping/Bushhog for August	\$ 1,230.00
Town of Bedford Power – CVCC – August	\$ 2,745.43
BRWA – CVCC – June/July	\$ 125.97
Johnson Controls - Fire Suppression - Quarterly invoice	\$ 476.25
<b>Montvale</b>	
Perfection Cut Landscaping – August	\$ 170.00

<b>New London</b>	
Peaksview Landscaping/Bushhog for August	\$ 1,685.83
Southside Electric – August	\$ 553.60
Bank of the James – interest charges August	\$ 2,587.49
Belvac Draw #3	\$ 319,341.49
Hurt & Proffitt – Lot 10A and 12A progress	\$ 6,200.00
<b>Washington Street Property</b>	
Lowe's - asphalt sealer for parking lot	\$ 33.91
<b>Burnbridge Road Sewer</b>	
C.L. Garbee via Tom Scott	\$136,556.00
<b>TOTAL:</b>	<b>\$ 472,278.67</b>

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

**(5) Town of Bedford**

Ms. Bailey reported that there is a hotel study in review by the Town EDA and more information will be forthcoming.

**(6) Bedford Center for Business**

Nothing new to report.

**(7) Montvale Center for Commerce**

Nothing new to report.

**(8) New London Business and Technology Center**

**a. Lot 7 Build-out Report**

Mr. Coffman reported that the Belvac project is almost done. The only major task left is installing the plumbing fixtures in the bathrooms and waiting on sewer connections. All the work looks good and is close to finishing. Discussion followed about Belvac and industrial construction in general.

**b. Consideration to grant credit toward purchase price of Lot 3B to Damage Prevention.**

Mr. Robertson and Mrs. Milton recently visited the site. The company built a 10,000 square foot building with a minimum investment of \$650,000 for its manufacturing facility which was to be completed by August 1. They missed the deadline for being completely finished, but staff is asking the EDA to grant the credit \$99,225 toward the purchase of the lot since the building will be completed very soon. The next milestone will be July 2024 when the

company is to reach a minimum of 15 employees and will wrap up the purchase money note with a final credit toward the value of the land.

**Wyatt H. Walton III made a motion, seconded by Kristy Milton, to approve a credit of \$99,225 toward the purchase of Lot 3b to Damage Prevention Solutions as they complete their first milestone in its agreement with the EDA.**

**Voting yes: Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier**

**Voting no: None**

**Motion Passed.**

**c. Consideration of Damage Prevention landscaping plans**

Ms. Bailey stated that Mr. Robertson and Mrs. Milton have briefly reviewed the landscape plans of Damage Prevention. Most of the trees will be left on the perimeter of the property as per the park guidelines, and some minor landscaping will be done. She is asking for approval of the landscape plan. EDA members reviewed the pertaining diagrams included in their agenda packets. The plans were discussed, and questions answered.

**Wyatt H. Walton III made a motion, seconded by Matthew Braud, to approve Damage Prevention Solutions' landscape plan as presented.**

**Voting yes: Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier**

**Voting no: None**

**Motion Passed.**

**(9) 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.**

**Matthew Braud made a motion, seconded by Wyatt H. Walton III, to enter into Closed Session.**

**Voting yes: Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier**

**Voting no: None**

**Motion Passed.**

The EDA invited staff and guests to remain for the Closed Session.

**Matthew Braud made a motion, seconded by Wyatt H. Walton III, to return to regular session.**

**Voting yes: Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier**

**Voting no: None**

**Motion Passed.**

**WHEREAS, the Bedford County Economic Development Authority has convened a Closed Meeting on this 2nd day of September 2021, 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 2nd day of September 2021, 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.

Rhonnie Smith – Yes  
Wyatt Walton, III – Yes  
Matthew Braud – Yes  
Kristy Milton – Yes  
James Robertson – Yes  
Jim Messier – Yes

**(10) Other Business**

**a. Ratify Valtim Performance Agreement**

Ms. Bailey reported that in a recent Closed Session, the EDA agreed to provide Valtim with a cash incentive for the company's investment of a new inserter machine valued at \$620,000, as well as hiring two new full-time employees within the next two years for a total of 90 people. The company has agreed to the terms of the performance agreement.

**Matthew Braud made a motion, seconded by Wyatt H. Walton III, to ratify the Performance Agreement with Valtim.**

**Voting yes: Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier**

**Voting no: None**

**Motion Passed.**

**b. Ratify WexcoUSA Performance Agreement**

Ms. Bailey stated that in a recent Closed Session, the EDA agreed to provide WexcoUSA with a cash incentive for the company. It is upgrading the former Bunker Hill facility and is leasing the space for five years. The company's owner is committed to bringing 20 jobs to Bedford County with an average salary of \$48,000 over the next three years. Three hundred thousand dollars is being brought into the County with another \$500,000 in new equipment over the next three years.

**Wyatt H. Walton III made a motion, seconded by James T. Robertson, Jr., to ratify the Performance Agreement with WexcoUSA.**

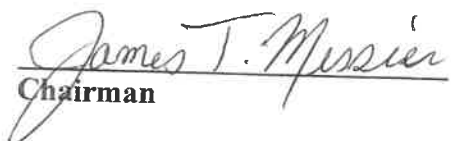
**Voting yes: Rhonnie Smith, Wyatt H. Walton III, Matthew Braud, Kristy Milton, James T. Robertson, Jr., James T. Messier**

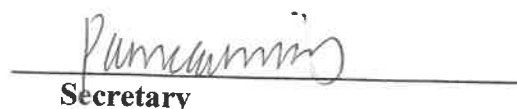
**Voting no: None**

**Motion Passed.**

Adjourn  
6:24 p.m.

**APPROVED:**

  
Chairman

  
Secretary