



**MEETING MINUTES  
ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA  
Bedford County Administration Board Room  
122 E. Main Street  
Bedford, VA 24523**

**November 4, 2021  
5:30 p.m.**

**Economic Development Authority:**

**Present:** Rhonnie Smith - Dist. 1; Vicki Gardner - Dist. 2; Wyatt Walton - Dist. 3; Matthew Braud - Dist. 4; Kristy Milton - Dist. 5; Jim Messier - Dist. 7

**Absent:** James Robertson - Dist. 6

**Staff Present:** Robert Hiss - County Administrator; Pam Bailey - Marketing & Business Development Coordinator; Patrick Skelley - County Attorney; Doug Coffman - General Property Manager

**Staff Absent:** None

**Transcriber:** Julia Peters

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

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**(1) CALL TO ORDER & DETERMINATION OF QUORUM**

Chairman Messier called the November meeting of the Bedford County Economic Development Authority to order.

**(2) APPROVAL OF AGENDA**

Chairman Messier asked for a motion to approve and/or any amendments to the Authority's November 4, 2021 agenda.

**Mr. Smith moved, seconded by Mrs. Gardner, to approve the November 4, 2021 EDA agenda, as presented.**

**Voting yes: Mr. Smith, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Messier**

**Voting no: None**

**Adopted Unanimously**

**(3) APPROVAL OF MEETING MINUTES - September 2, 2021 and October 12, 2021**

Chairman Messier asked for approval and/or any amendments to the Authority's Sept. 2 and Oct. 12, 2021 meeting minutes.

**Mr. Braud moved, seconded by Mr. Smith, to approve the September 2, 2021 and October 12, 2021 meeting minutes, as presented.**

**Voting yes: Mr. Smith, Mr. Walton, Mrs. Gardner, Mr. Braud, Mrs. Milton, Mr. Messier**

**Voting no: None**

**Adopted Unanimously**

**(4) REPORTS**

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

Ms. Bailey reported that the Lynchburg Regional Business Alliance (LRBA) arranged a trip to Richmond and Norfolk for the Regional Economic Development Directors of the Lynchburg Region, also known as the RED Team. The first stop was to the Virginia Talent Accelerator Program at the Virginia Economic Development Partnership (VEDP) in Richmond. It was very impressive to hear about what is provided to businesses moving to a locality in Virginia, from incentives to customized workforce training. In Norfolk, they toured the Port of Virginia which is the deepest port on the East Coast. It was remarkable to watch the process that is almost entirely automated.

On November 12, Ms. Bailey, Mrs. Gardner, and Mr. Robertson will meet to work on updating the Strategic Plan as a follow-up from the August planning session. They hope to have the final document for review in January 2022.

Belvac is up and running and operational in New London. The Tobacco Commission grant for the shell building has been closed out. The final payment of the grant was \$12,809.33 which make the balance \$0. The total grant was \$1,371,527.

Damage Prevention has received its temporary certificate of occupancy (CO) with the permanent CO forthcoming. They have been waiting for the overhead bay doors which are on back order as well as the stone facia. They will be holding an open house and job fair in December. They currently employ ten people and are planning to hire three entry level operations techs and will also add a second shift.

Ms. Bailey will be discussing the potential for support from the Board of Supervisors (BOS) at their Monday Work Session to help agricultural businesses through a grant from the Governor's Agriculture and Forestry Industries Development (AFID) Grant Program.

**B. Marketing/Business Development Report**

Ms. Bailey stated that the first Career Conversation of the year was held on October 15 with Cintas. Colton Witt spoke to students regarding his career path and the company culture at Cintas. The full video is on YouTube. The next Career Conversation will be on November 17, 2021 with Brad Brown from WexcoUSA. Nanotouch was awarded the Excellence in Manufacturing Award by the LRBA. Nanotouch quadrupled its production space when it added 5,000 square feet to its manufacturing facility earlier this year.

Chairman Messier thanked Ms. Bailey for her reports and her presentation during the EDA/BOS Joint Meeting in October.

**C. Financial Reports**

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

**D. Monthly Accounts Payable Report – (Sept/Oct bills that have been paid)**

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

**(5) BEDFORD CENTER FOR BUSINESS**

There was nothing new to report for the Bedford Center but Ms. Bailey gave a report regarding the Town of Bedford. She said that the Town tree grant has been completed and closed. The project brought trees to the corner at Elba's Butcher Shoppe. The Town EDA office assisted in this grant process and handled the paperwork for it. The County EDA will be receiving a reimbursement check for \$6,160 from the grant.

The Department of Rail and Public Transportation (DRPT) train study is complete and a train station is recommended for Bedford. A grant application will be submitted for funding of the EPA environmental work needed.

**Mr. Walton moved, seconded by Mrs. Milton, to authorize Chairman Messier to sign a letter of support from the EDA for the Bedford train station project.**

**Voting yes: Mr. Smith, Mr. Walton, Mrs. Gardner, Mr. Braud, Mrs. Milton, Mr. Messier**

**Voting no: None**

**Adopted Unanimously**

**(6) MONTVALE CENTER FOR COMMERCE**

Nothing new to report.

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

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

Mr. Coffman reported that he walked through the building that afternoon and it looks fantastic. This project was well thought-out and well-planned. A few ceiling tiles were missing and some minor erosion and sediment measures need tightening, but other than that, everything looks good.

**b. Request to proceed with New London tree and shrub replacement Invitation for Bid (IFB)**

Ms. Bailey said she met with representatives from Peakview Landscaping about the trees that are dying and falling into the road. They suggested that about 20 trees need to be replaced. She asked the EDA if they wanted her to proceed and compose an IFB. Discussion followed regarding where the dead trees are located and what types of trees should be planted, options like artwork rather than trees, and cost estimates. Tenant involvement was also discussed. Consensus was to delay a decision until Ms. Bailey gathers more information and contacts some of the business park tenants.

**(8) 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, seconded by Mr. Smith to enter into Closed Session.**

**Voting yes: Mr. Smith, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, 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. Smith, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Messier**

**Voting no: None**

**Adopted Unanimously**

**WHEREAS, the Bedford County Economic Development Authority has convened a Closed Meeting on this 4th day of November 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 4th day of November 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.**

<u>MEMBERS</u>	<u>VOTE</u>
Rhonnie Smith	Yes
Vicki Gardner	Yes
Wyatt Walton, III	Yes
Matthew Braud	Yes
Kristy Milton	Yes
Jim Messier	Yes

**(9) OTHER BUSINESS**

Mr. Walton mentioned the Montvale redevelopment initiative for "Tank Town" brought by the BOS and whether the EDA would be involved. Mr. Hiss said the LRBA has asked about the status of the property and the BOS has suggested an in-house study be performed to see if fuel delivery by rail is a feasible

option, and if not, what options could be recommended. Mr. Hiss said a steering committee will be formed and an EDA representative will be appointed to that committee. Discussion followed.

**(10) ADJOURNMENT**

6:36 p.m.

**APPROVED:**

  
Chairman

  
Secretary