



**MEETING MINUTES  
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Building  
Board Room  
122 E. Main Street  
Bedford, VA 24523  
February 6, 2020  
5:30 p.m.**

**Economic Development Authority:**

**Present:**

Dennis Novitzke - Dist. 1; Vicki Gardner - Dist. 2; Wyatt Walton - Dist. 3; Matthew Braud - Dist. 4; Kristy Milton - Dist. 5; James Robertson - Dist. 6; Jim Messier - 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; Patrick Skelley - County Attorney

**Transcriber:** Julia Peters

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

**(1) ORGANIZATION  
A. Election of Officers**

Mr. Skelley called the meeting to order and opened the floor for nominations for a Chairperson.

**Mr. Walton moved, seconded by Mr. Braud to nominate Jim Messier as Chairman of the EDA for 2020.**

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

**Voting no: None**

**Adopted Unanimously**

Chairman Messier then asked for nominations for Vice-Chairman.

**Mr. Braud moved, seconded by Mr. Walton to nominate Dennis Novitzke as Vice-Chairman of the EDA for 2020.**

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

**Voting no: None**

**Adopted Unanimously**

**Mr. Walton moved, seconded by Mr. Braud to nominate EDA Director, Traci Blido, as Secretary of the EDA for 2020.**

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

**Voting no: None**

**Adopted Unanimously**

**Mr. Walton moved, seconded by Mr. Braud to nominate County Treasurer, Kim Snow, as Treasurer of the EDA for 2020.**

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

**Voting no: None**

**Adopted Unanimously**

## **(2) APPROVAL OF AGENDA**

Chairman Messier asked for a motion to approve and/or any amendments to the Authority's February 6, 2020 agenda.

**Mr. Braud moved, seconded by Mr. Novitzke, to approve the February 6, 2020 EDA agenda, as presented.**

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

**Voting no: None**

**Adopted Unanimously**

## **(3) APPROVAL OF MEETING MINUTES - December 5, 2019**

Chairman Messier asked for approval and/or any amendments to the Authority's December 5, 2019 meeting minutes.

**Mr. Walton moved, seconded by Mrs. Milton, to approve the December 5, 2019 meeting minutes, as presented.**

**Voting yes: Mr. Novitzke, Mrs. Gardner, Mr. Walton, Mrs. Milton, Mr. Robertson, Mr. Messier**

**Voting no: None**

**Abstaining: Mr. Braud**

**Motion passes**

## **(4) REPORTS**

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

Mrs. Blido welcomed the two new members of the EDA, Vicki Gardner and Jimmy Robertson. She has worked with Mrs. Gardner through the Smith Mountain Lake Chamber of Commerce for many years and she is a true champion and advocate for the entire county and region. She also introduced Jimmy Robertson, who has 30 years' experience in the construction business and is the owner of Robertson

Construction Company. She is grateful for all the EDA members' work throughout the year and thankful for their individual areas of expertise that she calls upon when needed. Mrs. Blido said economic development is facing challenges with the General Assembly regarding the Right to Work law and she included a flier in the Authority's meeting packets with information about Right to Work. She is a member of the Virginia Economic Development Association (VEDA) Board and they carefully discussed how to approach the subject with legislators. On VEDA Day at the General Assembly, as a Board and as individual members, they went and talked to legislators about what economic development does for the state and local communities. She and a regional team also spoke to a couple legislators about the Bedford train stop project and the impact that would come in the region. Megan Lucas informed them about the Central Virginia Training Center and was able to get some help with legislation regarding the center. Overall it was a good day and a lot was accomplished. Mrs. Blido is also watching the Governor's budget where the Virginia Business Ready Sites Program will have an increase in funds. The Virginia Jobs Investment Program which provides grant monies to our businesses will have \$4.7 million per year in grants reinstated, if approved. The announced Custom Truck expansion received grant money from this program which will provide money for every employee hired. The Custom Workforce Incentive Program will also receive increased funding and the Virginia Telecommunications Initiative (VATI) would get \$35 million each year for two years, if approved. The Commonwealth Opportunity Fund would also increase and the Tech Talent Investment Fund, due to the Amazon project, would ensure we have the right talent not only for Amazon but would benefit us in other parts of the state. Staff continues to work on broadband and the Burnbridge Road projects and are seeing many more prospects in general. The economy seems to be turning around, maybe not back to 2007 levels, but getting close. The Blue Ridge Optics expansion was announced this week with \$695,000 in investment and 10 new jobs; and the Custom Truck announcement will bring \$2.6 million in investment and 61 new jobs. Mrs. Blido thanked the EDA for their incentives toward these two projects. She also mentioned that there is a Public Hearing tonight in Town with their Planning Commission for the rezoning to Residential of the private 11 acre parcel that holds a residential home located next to the Bedford Center for Business. Apparently, it was grandfathered in with our Center as Industrial and the owners have a buyer for the home. Incidentally, Pam received a call about Lot D, which is the wedge of land next to that residential property, but is for Industrial use according to our Master Plan. In response to Chairman Messier's question, Mrs. Blido said the Burnbridge Road Sewer Project is moving slowly forward, but one landowner of whom they need his easement is challenging where the line is going. The engineers are talking and she hopes they can get past this hurdle and find a compromise.

## **B. Marketing/Business Development Report**

Ms. Bailey reviewed the Bedford One Program's purpose for the new EDA members and said that in December, 25 students toured Southern Air and Coleman-Adams. Later this month, she will take sophomores, juniors, and seniors from all three high schools to Radford University at Carilion, formerly Jefferson College of Health and Sciences in Roanoke. On the February 24, students will tour Sam Moore Furniture and Blue Ridge Optics in Bedford, both manufacturing companies, but at different ends of the spectrum as one is very high-tech and the other uses hands-on, detail-oriented skill sets. More tours are planned for Spring. Ms. Bailey also has submitted the second voucher to the Tobacco Commission for the shell building reimbursement which should give us back \$511,000. The Business Roundtable will be held on February 12 at 8:30 a.m. at the CERE building and all the EDA members are welcome to attend. Currently, there are 28 people going and Liberty University CERE will be hosting the event. They have installed some new equipment and Rich Diddams will give a tour for any attendees who would like to see the new labs. March 26 is the Bedford Area Chamber of Commerce Awards Dinner. She has reserved a table with 10 seats if any Authority members are interested.

## **C. Monthly Financial Report (January 2020)**

Staff reviewed the financial report with the EDA members and answered questions. Mrs. Blido noted that if the new EDA members needed more detailed information, she would be happy to meet with them later to discuss those matters.

**D. Monthly Accounts Payable Report – Bills that have been paid (December 2019/January 2020)**

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

**(5) TOWN OF BEDFORD**

**A. Ratify Vista Food Lease Termination**

Mrs. Blido reported Mr. Patel will terminate the lease, but needs until February 15 to vacate instead of January 31. They agreed but did not notify him that he would need to pay prorated rent up through February 15. She is recommending that the EDA approve releasing him from the lease contract. After discussion and because some information needed for an informed decision would be presented during Closed Session, the EDA members agreed to move **Item (5)A.** to **Item(10)B.**

**(6) BEDFORD CENTER FOR BUSINESS**

**A. Update on HVAC Project**

Mr. Cash reviewed the \$147,000 project with the EDA members that was approved at their November 2019 meeting, which would replace all three HVAC units and all their controls at CVCC. He said the work will be done during the Spring break and all should be completed within that week. Mrs. Blido noted that more than half of the costs will be covered in CVCC's lease payments beginning July 1 and will take three years for CVCC to pay it off. Mr. Cash said this new control system will be able to “talk to” the control system at the County Administration Building along with all the other county buildings and they will be able to streamline their operations and troubleshoot issues remotely. Energy consumption may also be reduced due to the improved efficiency and ability to program temperatures.

**(7) MONTVALE CENTER FOR COMMERCE**

Nothing new to report.

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

**A. Shell Building Construction Update**

Mr. Cash reported that the building is looking great. Most of the site work and dirt moving is done. A fire road along the west side of the building still needs to be done. Most concrete work is done except for the small concrete pad at the loading dock. Masonry, brick and stone work still need to be completed. Completion date is expected to be late March, depending on weather. The Meade Road Extension Project is weather dependent and has not moved dirt yet. The contractor has said it will take at least 60 days from the start of when weather allows them to complete that road. We are through two thirds of the project's expenditures and \$750,000 remain for expenses. The project is currently well within budget and \$28,000 of contingency funds remain. Mr. Cash encouraged the EDA members to go see the building.

In response to a question, Mrs. Blido said CERE is building out labs within their space, but has not yet had any progress with building out the 28 acres they own for a minipark.

**(9) OTHER BUSINESS**

**A. Ratify EDA Cash Grants**

Mrs. Blido said the Custom Truck incentive was for \$15,000 each year for three years, totaling \$45,000 with the first increment given when their expansion starts, with 61 new jobs and \$2.6 million in investments, mostly machinery and tools. This corporation was established in 2006 so it is a young company, but its growth is quite impressive. Mr. Walton remembers their predecessor, Forestry Equipment of Virginia, received, maybe 15 years ago, some incentive money from the EDA and that it may have made the difference for the company to stay in Bedford County. Mrs. Blido agreed and also noted that in 2012 they made a \$5 million expansion with a new repair center and added 30 jobs and received Tobacco Commission and EDA monies to help them grow.

**Mr. Braud moved, seconded by Mrs. Gardner to ratify the EDA cash grant of \$45,000 total, in increments of \$15,000 per year for three years to Custom Truck.**

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

**Voting no: None**

**Adopted Unanimously**

Mrs. Blido reported Blue Ridge Optics has been able to take advantage of County incentives and also received a Town incentive to help cover their electricity upgrades, making this a joint announcement with \$695,000 in investment of which \$450,000 is machinery and tools and 10 new jobs. This is another company that started small and has grown and brings in people from BSTC or those with hands-on skills and puts them through a training process over a two-year period, making them experts in their field and making a difference for many of our young people as well.

**Mr. Braud moved, seconded by Mrs. Milton to ratify the EDA cash grant of \$20,000 to Blue Ridge Optics, to help them buy additional equipment.**

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

**Voting no: None**

**Adopted Unanimously**

## **B. Burnbridge Road Sewer Project Update**

Mrs. Blido said she gave some of the update earlier in the minutes. She summarized briefly the details of the project for the newer members of the EDA and also explained the EDA's role in the project. She noted that the businesses had failing septic lines and needed help organizing community meetings and getting the project done. The EDA is holding their private funds in escrow until all the construction is completed and then the Board of Supervisors (BOS) and EDA will add their own portion of funds. The project has \$88,000 in private contributions plus monies from the BOS and EDA.

## **C. Consideration of Proposed By-Laws Amendment**

Mrs. Blido explained that the only change to the by-laws would be adding **Item J. Closed Sessions** to **ARTICLE VII**. She noted that the EDA had more than the 30-day required review time for changes to the by-laws and requested a vote for approval of the change. A copy of the proposed by-law change was included in the EDA members' agenda packets.

**Mr. Braud moved, seconded by Mr. Novitzke to approve the amendment to the EDA By-laws which would add Item J. Closed Sessions under Article VII.**

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

**Voting no: None**  
**Adopted Unanimously**

**(10) A. Closed Session**

**Closed Session pursuant to Section 2.2-3711(A)(3), discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and 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. Walton to enter into Closed Session.**  
**Voting yes: Mr. Novitzke, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Robertson, 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. Novitzke to return to regular session.**  
**Voting yes: Mr. Novitzke, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Robertson, Mr. Messier**  
**Voting no: None**  
**Adopted Unanimously**

**WHEREAS, the Bedford County Economic Development Authority has convened a Closed Meeting on this 6th day of February 2020, 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 6th day of February 2020, 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
Vicki Gardner	Yes
Wyatt Walton, III	Yes

<b>Matthew Braud</b>	<b>Yes</b>
<b>Kristy Milton</b>	<b>Yes</b>
<b>James Robertson</b>	<b>Yes</b>
<b>Jim Messier</b>	<b>Yes</b>

**(10) B. Ratify Vista Food Lease Termination**

**Mr. Braud moved, seconded by Mr. Novitzke to terminate the Vista Food's lease agreement with Mr. Patel effective February 15, 2020.**

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

**Voting no: None**

**Adopted Unanimously**

**(11) ADJOURNMENT**

7:30 p.m.

**APPROVED:**

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**Chairman**

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**Secretary**