



**MEETING MINUTES  
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Ground Floor Training Room  
122 E. Main Street  
Bedford, VA 24523  
January 5, 2017  
5:30 p.m.**

**Economic Development Authority:**

**:Present:**

Dennis Novitzke - Dist. 1; Mickey Johnson, Vice-Chairman - Dist. 2; Wyatt Walton, Chairman - Dist. 3; Matthew Braud - Dist. 4; Jim Lusk - Dist. 5; Kelly Harmony - Dist. 6; Kristy Milton - Dist. 7

**:Absent:** None

**:Staff Present:** Traci Blido – EDA Secretary; Patrick Skelley – County Attorney; Carl Boggess – County Administrator; Jessica Hupp – Transcriber

**:Staff Absent:** None

**:Guests:** Charlie Kolakowski – Town Manager; Jim Messier; Steve Wilkerson – Board of Supervisors

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**(1) APPROVAL OF AGENDA**

Mr. Walton asked for approval and/or any other amendments to the Authority's January 5, 2017 agenda.

**Mr. Braud moved, seconded by Mr. Novitzke, to approve the January 5, 2017 EDA agenda, as presented.**

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

**Voting no: None**

**Adopted Unanimously**

**(2) APPROVAL OF MEETING MINUTES – November 3, 2016**

Mr. Walton asked for approval and/or amendments to the Authority's November 3, 2016 meeting minutes.

**Mr. Braud moved, seconded by Mr. Novitzke, to approve the November 3, 2016 meeting minutes, as presented.**

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

Voting no: None

Abstain: None

**(3) SPECIAL PRESENTATION TO KRISTY MILTON**

**RESOLUTION OF APPRECIATION FOR  
THE LEADERSHIP OF KRISTY W. MILTON  
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**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**, Mrs. Kristy W. Milton has contributed to the success of the EDA through her dedicated leadership and service; and,

**WHEREAS**, Kristy has offered her time and talent in her capacity as a board member to apply her decades of expertise in commercial real estate and appraising to EDA decisions and projects; and,

**WHEREAS**, Kristy is a passionate and supportive member of the community in her role as President of the Big Otter Mill Foundation, and on the board of the Bower Center for the Arts; and,

**WHEREAS**, Kristy has served as a valuable asset in Economic Development, impacting the economy and job growth.

**NOW, THEREFORE BE IT RESOLVED THAT**, the Bedford County Board of Supervisors hereby recognize Mrs. Kristy W. Milton for her 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 Mrs. Kristy W. Milton through the adoption of this resolution and direct that a copy be presented to her and made a part of the minutes of the EDA meeting.

**(4) REPORTS**

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

Mrs. Blido reported that Bedford County saw unemployment drop to 4.1% this year, as well as a 20% increase in machinery and tools tax collected. The county continues to have the highest number of company start ups in the region. Together with staff, the EDA assisted half a dozen companies with incentives and grants, and many others entered into conversations for future expansions. Staff submitted the IRF grant for brewery and a grant to help expand graded land in New London. The EDA also assisted the Bedford County Fair.

Mr. Boggess and Mrs. Blido will be attending the tobacco commission meetings next week and Mrs. Blido will also be attending the Virginia Agricultural Development Officers meeting. The regional group hosted lunch with other regional economic developers and VEDP in order to reach out to the new CEO, Steven Moret. Mrs. Blido reported we also had a couple of his staff members spend a whole day in Bedford, which is important in building relationships with state folks.

Mr. Johnson asked about the VDACS meeting. Mrs. Blido stated the Ag Board Chairman, Jeff Powers, is also attending that meeting and will be participating in the annual dinner following that meeting.

## **B. Monthly Financial Report**

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

## **C. Monthly Accounts Payable Report – Bills that have been paid**

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

## **D. Existing Business Report**

Ms. Hupp thanked the EDA members that attended the roundtable meeting in December. Staff had about 25 in attendance, with businesses like Intercon and Catalyst Communications there, which aren't normally represented at the meetings. The group got to hear about Poplar Forest's \$5 million expansion of a road from the property to Enterprise Drive.

Ms. Hupp reported that she and Mrs. Blido have scheduled a few existing business meetings this month with Simplimatic and UOS (formerly FEVA). In addition, Ms. Hupp spoke to Cintas today, and they have completed their expansion which began in 2015. The EDA gave Cintas \$50,000 for the \$5 million expansion. After a performance review, Cintas invested \$6.3 million (\$2.5 equipment and \$3.8 in facility), and added 11 positions, which is one more than committed.

Ms. Hupp reported that two businesses have opened in the Town of Bedford, including Art & Soul and Blue Ridge Overland Gear. Blue Ridge Overland Gear was a business that existed in the county, and after completing Bedford Main Street's business boot camp, decided to open up in the former Bedford Hardware location.

## **(5) TOWN OF BEDFORD**

### **A. Beale's Brewery Update**

Mrs. Blido share an update from Beale's developer yesterday, which stated they've completed all the plumbing, restored windows and masonry, and poured the concrete floors. They will be coating the floors soon and accepting all tanks in March. At that same time, they will be running all the power. Mr. MacCormack stated they are wrapping up branding work and going into production with signage, menus, and tap handles.

Mr. Kolakowski said the town is completing structural and environmental studies on middle school building, which they received a 50/50 grant for from DEQ. After completion, they will look into further uses for that facility. The town also submitted to the Federal EDA for a Brownfield's grant, which would go directly to building owners to do phase 1 study and potentially phase 2 studies for a property owner to tell potential buyers what existing concerns the properties may have.

### **B. Ratification of Smyth incentive**

Mrs. Blido asked the EDA to ratify the incentive given to Smyth that was voted on in the last meeting's closed session. Smyth received \$25,000 from the EDA for its \$4.6 million investment in equipment.

**Mr. Braud moved, seconded by Mr. Novitzke to ratify the performance agreement and incentive for Smyth Corporation.**

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

**Voting no: None**

**Abstain: None**

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

**(7) BEDFORD CENTER FOR BUSINESS**

A board member asked about the status of CVCC's lease. Mr. Boggess said he plans to meet with Dr. Capps relatively soon to renegotiate the lease. A discussion followed concerning the structure of the lease.

**(8) MONTVALE CENTER FOR COMMERCE**

**(9) CLOSED SESSION**

Mr. Johnson moved, seconded by Mr. Lusk, that the Bedford County Economic Development Authority go into Closed Session pursuant to Section 2.2-3711 (A) (5), for discussion or consideration of a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the businesses' or industry's interest in location or expanding its facilities in the community, and to allow the guests to stay.

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

Voting no: None

Adopted unanimously

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

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

Voting no: None

Adopted unanimously

On a motion made by Authority member Mr. Johnson, which was seconded by Authority member Mr. Lusk, 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 5<sup>th</sup> day of January 2017, 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 5<sup>th</sup> day of January 2017, 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.

**MEMBERS:**

Dennis Novitzke

Matthew Braud

Wyatt H. Walton, III, Chairman

**VOTE:**

Yes

Yes

Yes

James A. Lusk	Yes
Mickey Johnson, Vice-Chairman	Yes
Kelly Harmony	Yes
Kristy Milton	Yes

**(10) ALL OTHER BUSINESS**

**A. EDA Calendar**

Mrs. Blido explained to the EDA that the calendar for 2017 follows the general first Thursday of the month, however March 10 has been earmarked for a planning day. Mr. Braud suggested making the retreat longer than three hours. Mr. Boggess suggested postponing the retreat until after the details of tonight's closed session are worked out. Mr. Braud suggested we leave the calendar as is and can be amended in the future. The EDA will adopt in February.

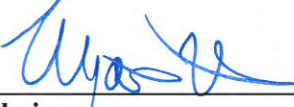
**B. 2017 Marketing Update**

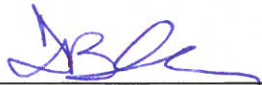
Mrs. Blido reported staff put together a quick list of initiatives carried out this year with the marketing budget. This includes drone videos of our business parks (on [yeslynchburgregion.com](http://yeslynchburgregion.com)), several ads in local, state, and international magazines, local sponsorships of business expos, marketing information tools, and creating three mini marketing videos of local businesses and why they chose Bedford County. We still have the billboards up, and we're getting them for free at this point. Mrs. Blido stated there will be some webposting fees this year that are new related to cybersecurity support. Also, staff has participated in site selector events with the region as part of the marketing budget, and they seem to be paying off with an increased number of prospects.

**(11) ADJOURNMENT**

**-7:34 p.m.**

**APPROVED:**

  
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**Chairman**

  
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**Secretary**