



**MEETING MINUTES
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Building Board Room
122 E. Main Street
Bedford, VA 24523
January 7, 2016
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; Kim McCabe, Dist. 6; Kristy Milton, Dist. 7

:Absent: None

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

:Staff Absent: None

:Guests: Charlie Kolakowski – Town Manager; Carolyn Howard – Draper Aden

(1) APPROVAL OF AGENDA

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

Mr. Braud moved, seconded by Mr. Novitzke, to approve the January 7, 2016 agenda, as presented.

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

Voting no: None

Adopted unanimously

(2) APPROVAL OF MEETING MINUTES – December 3, 2015

Mr. Lusk asked for approval and/or amendments to the Authority's December 3, 2015 meeting minutes.

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

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

Voting no: None

Adopted Unanimously

(3) RESOLUTION TO KIM MCCABE

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, Ms. Kimberly McCabe has contributed to the success of the EDA through her dedicated leadership and service; and,

WHEREAS, Kim has offered her time and talent in her capacity as a member of the EDA for a period of seven years, having been elected to that position in June 2008 and continuing until December 2015; and,

WHEREAS, during her seven years of service, Kim has been a consistent voice for the advancement of business growth in Montvale; and,

WHEREAS, Kim 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 Ms. Kimberly A. McCabe 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 Ms. Kimberly A. McCabe through the adoption of this resolution and direct that a copy of the resolution 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 staff is looking forward to an exciting year for economic development. Bedford County had a lot of interest in 2015 and we hope decisions will be made in 2016 to expand or locate into the county. There are a few businesses that will be finishing up their expansions, including Innovairre (formerly Mail America), Cintas, and GP Big Island, while many others are preparing to expand and grow.

Mrs. Blido reported that Georgia Pacific did a press release this week on its year-long celebration of its 125th anniversary. The company plans to do something special every month to commemorate it, and has continuous plans to grow in the future.

Mrs. Blido reported that the EDA previously worked with B&W Nuclear Energy Services located at Vista Centre Drive in Forest, and their grant with the Tobacco Commission is now successfully closed out. B&W NES promised to invest \$16 million and add 30 new employees in Bedford County. They exceeded both goals and the grant was closed out.

Mrs. Blido stated she has had several meetings with Bob Bailey recently about the mPower test loop and B&W's interest is in getting it up and running again under a new operations model. There are other companies interested in using the test loop for research and B&W is interested in contracting time on the loop to do its own continued research. CAER is currently working with the Virginia Nuclear Energy Consortium to secure some funds through the General Assembly in order to get the loop back up and running to be used for federal labs, utility companies and more.

Mrs. Blido reported that the CAER is at full capacity with various companies renting office and lab space including Clearview Software, NanoTouch Solutions, DataPrivia, Commanders Concept Commissioning, Blue Ridge Test, as well as a couple offices that B&W is still using. The CAER is also working with a company looking to locate from Maryland to start a non-profit for cyber-security within the nuclear industry.

Mrs. Blido stated that the EDA's 2015 audit went smoothly and the report was included in their packet for review.

b. Monthly Financial Report

Mrs. Blido reviewed the monthly financial report with the EDA. Ms. Hupp stated she had added the BRWA water fund into their capital budget as requested so that they could see the amount in lease revenue received every month and any money coming out when the fund it utilized for EDA incentives.

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 reported that the business roundtable meeting on December 10 had a pretty large group in attendance although there were fewer businesses than they would have hoped for. In order to plan ahead this year, staff has selected the four roundtable dates for 2016. Those dates are March 10, June 23, September 22, and December 8. Staff will notify the EDA with specific locations once they have been decided.

Ms. Hupp reported the newsletter went out this week, and includes several great stories such as four Bedford County restaurants making the "Best of the Burg" list, WFXR receiving recognition from the Ag Board, and Gross' Orchard being recognized for significant agritourism efforts.

Ms. Hupp stated that at the EDA's June 2015 meeting, the EDA voted to provide matching funds for a Department of Housing and Community Development (DHCD) grant that Bedford Main Street was applying for to create a zero-interest loan program. Ms. Hupp reported that a representative from DHCD was present at the last Bedford Main Street meeting and informed the board they should move forward

with their plans for the proposed program. She did note that the grant may not be for the full \$25,000, which may require the EDA to ratify its original amount to a lower amount at the next meeting.

(5) Washington Street

A. Update on abatement work

Mrs. Blido stated that Sheldon Cash reported the abatement work has been started and the interior is complete on the Washington Street buildings. The contractors won't do the roof abatement until the demolition bid process is complete. Mr. Boggess is going to look into what potential CIP funds could be available for the project, but the EDA can expect to pay most of, or at least half of, the total project cost.

Mr. Boggess stated Mr. Cash will come speak to the EDA once he has a couple of demolition bids for the EDA to choose from. This will likely be an agenda item in either February or March.

(6) Montvale Center for Commerce

(none)

(7) Bedford Center for Business

A. CVCC lease negotiation status

Mr. Boggess stated that he and Mr. Cash have met twice with representatives from CVCC. The gentleman taking over for John Poole has been tasked with getting comparables to relate to the ones we gave them. Then, he is supposed to work with someone at the Attorney General's office before getting back to us. Mr. Boggess stated he will follow up next week to see where they're at in the process.

B. Draper Aden preliminary site work evaluation

Carolyn Howard from Draper Aden Associates gave the EDA an update on the geotechnical report that has been completed in the Bedford Center for Business.

Ms. Howard reported they completed 12 borings on the site, and all have different characteristics. The good news is that the soil borings revealed there was no rock or high ground water, and a wetland delineation was completed, as well as a previous wetland no longer exists. This gives the EDA more workable space she said. However, the soil is very poor. Borings 1, 2, and 3 have great soils that can be used for fill, but the rest of the material on Site A is not good for building or parking, as it is very soft and has an inadequate compaction capability with a low bearing capacity of an estimated 2,000 pounds per square foot. Mr. Boggess asked if soil work should have been done before the current graded site was graded. Ms. Howard stated that soil work is generally done before grading.

Ms. Howard stated that Site B is interesting because after cutting into the material by about 20 feet, they found the first six to eight feet is also poor soil, but the rest is good compacting material. Draper Aden will analyze whether Site B should also be done with Site A in order to get the good quality fill needed to augment Site A. After they have the topographic survey, they will be able to take the information and do their best to see what mixture is needed for compaction.

Mr. Boggess asked if this information means the EDA is looking at having smaller building pads. Ms. Howard said that smaller building pads could be one of their recommendations, but they will give the EDA recommendations before they get too deep into finalizing a plan.

Mrs. Milton asked how big she would define a small pad being. Ms. Howard said 60% of original pad, or for a one-story shell building space for offices, but probably not any business with heavy machinery and equipment.

Ms. Howard showed the EDA an estimate of the potential cost to continue with the same plan. The preliminary plan intended to take soil from Site A to Site B, which is not possible. At the end of their current project they will know what can be done to then go into final design. Mrs. Milton asked why the EDA should continue with this process. Ms. Howard stated that if they find there's enough fill to make a building pad then it will all work out. In addition, the money going into this project would take the park from 9 to 25 acres, with the hope to get three solid building sites or one large building site. Mr. Novitzke stated it is good for the EDA to know, regardless of the outcome, so they are aware of how it will affect future development.

Mr. Boggess asked Ms. Howard if they should be careful about what trees to remove on the site because of erosion. Carolyn stated as long as the stumps remain for ENS, they should be fine, but she suggested leaving the trees alone for now.

(8) New London Business & Technology Center

A. Landscaping – Intent to Award and contract

Staff recommends a contract be issued to Peakview Landscaping to take over landscaping in New London for the 2016 season. We've been very pleased with their work in the Bedford Center for Business and their bid happened to come in the lowest among those received.

Ms. McCabe moved, seconded by Mr. Johnson, to authorize the EDA to enter into a contract with Peakview Landscaping for the 2016 landscaping season in the New London Business & Technology center.

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

(9) All Other EDA Business

A. Draft of 2016 Meeting Calendar

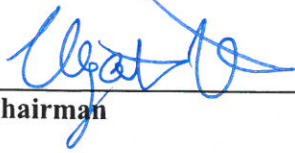
Mrs. Blido stated the draft calendar was included in the packet for the EDA to review. Staff has decided not to schedule a planning day this year unless the EDA feels the need to schedule one. The EDA will amend or approve the calendar at the next meeting.


Mr. Johnson stated he had questions about the recent purchase of land to create an airport in New London and felt that the EDA as a group should have known about this deal before it was finalized. Mr. Boggess stated he received a phone call about the purchase some time ago and was asked not to discuss it with anyone except zoning. Mr. Boggess reported he did what they needed to do with zoning in order to make the purchaser happy, but other than that staff stayed out of the negotiations. Mrs. Blido stated she and Carl will be meeting next week with Dave Young from Liberty University's School of Aeronautics to hear about the plans for the airport and to let the county know what this may mean in the future.

(10) Adjournment

-6:36 p.m.

APPROVED:


Chairman


Secretary