



**MEETING MINUTES  
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Ground Floor Training Room  
122 E. Main Street  
Bedford, VA 24523  
March 2, 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; Jim Messier - 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:** Steve Wilkerson – Board of Supervisors – EDA Liaison; Bill Guzek – Chairman of CAER board; Bob Bailey – Executive Director of CAER

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**(1) APPROVAL OF AGENDA**

Mr. Walton asked for approval and/or any amendments to the Authority's March 2, 2017 agenda.

**Mr. Lusk moved, seconded by Mrs. Harmony, to approve the March 2, 2017 EDA agenda, as presented.**

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

**Voting no: None**

**Adopted Unanimously**

**(2) APPROVAL OF MEETING MINUTES – February 2, 2017**

Mr. Walton asked for approval and/or any amendments to the Authority's regular February 2, 2017 meeting minutes. Mr. Johnson asked

**Mrs. Harmony moved, seconded by Mr. Novitzke, to approve the February 2, 2017 meeting minutes, as presented.**

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

**Messier**

**Voting no: None**

**Abstain: None**

### **(3) REPORTS**

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

Mrs. Blido reported it has been a busy month with several business expansion discussions and business inquiries. Mrs. Blido stated staff continues to focus on existing tenants at the CAER and keeping them in Bedford County.

Mrs. Blido reported that staff attended the Women in Economic Development Network conference in Charlotte last week, where they hosted a sparks session on the Bedford One Program. While in Charlotte, they also visited HQ Packard Place, a co-working space for entrepreneurs or small businesses to rent office space. The purpose was to see what a potential co-working space in Bedford County could look like.

The Lynchburg Regional Business Alliance hosted the new CEO of the Virginia Economic Development Partnership (VEDP), Stephen Moret. Mrs. Blido stated she was pleased that Mr. Moret was so informed of current economic development issues in Virginia and has set out five top goals for his new position at VEDP. These include having Virginia leading in job creation in the U.S., making sure every region is participating in growth, seeing Virginia move back up as the number one state for business, and making solid partnerships to help us get there.

Mrs. Blido reported staff met with Congressman Tom Garrett's aide this week and talked about some of the sub-committees he serves on, including cyber-security, education and workforce.

Mrs. Blido stated the EDA received two checks from Vista Foods this month, one for their monthly rent and the other accounts for a percentage of extra sales in 2016. The sales-based check paid this year was for \$2,916.

Mrs. Blido stated she will be attending the Governor's Ag Trade conference in Richmond next week. Wyatt asked what happened to Dan Gundersen, who presented at the joint meeting last October. Mrs. Blido stated he is still at VEDP as their COO.

#### **B. Monthly Financial Report**

Mrs. Blido reviewed the monthly financial report with the EDA. Mr. Walton asked about Cintas' final installment. Ms. Hupp stated that it was the second \$25,000 of \$50,000. Mr. Johnson asked how much was given to the County Fair last year. Mrs. Blido stated the EDA gave \$5,000. Mr. Johnson asked if what we gave was going to the previous years' Fair or the 2017 Fair. Ms. Hupp stated it went towards last year's Fair.

Mr. Lusk asked what engineering costs were located under the Bedford Center for Business. Ms. Hupp stated that the cost listed was in the wrong section, and should have been listed under New London. Ms. Hupp stated she would follow up with the EDA on the correction. Mr. Novitzke asked about the CVCC lease revenue, Ms. Hupp stated to date they've paid us \$64,000 which is a monthly amount of \$10,686.

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

Staff reviewed the accounts payable report with the EDA.

#### **D. Existing Business Report**

Ms. Hupp reported that staff will be holding a Quarterly Business Roundtable meeting on Thursday, March 9, at 8:30-10 a.m. at The Bedford Welcome Center, and encouraged EDA members to attend.

Ms. Hupp reported she will be attending the Virginia Specialty Food and Beverage conference in Richmond on Monday and Tuesday of next week.

Ms. Hupp reminded the EDA that staff purchased a table and will be attending the Bedford Area Chamber of Commerce's Annual Awards Dinner on Thursday, March 23. Staff nominated for each category, including Simplimatic for Best Large Business, Brook Hill Farm for Best Non-Profit, Redco Machine for Best Small Business, and Jo Anne Miller, Director of Brook Hill Farm, for Citizen of the Year.

#### **(4) TOWN OF BEDFORD**

##### **A. Beale's and Bedford Update**

Mrs. Blido stated Staff stopped by Beale's Brewery & BBQ site yesterday, and all is going well. The developer stated we are on target for June 2017. The EDA did have to tap into the contingency fund for \$13,000 of \$75,000, due to the bridge loan between Dave and the EDA being exhausted. Fiscal Management has done a great job tracking all expenses, and they don't anticipate much else coming from the contingency.

#### **(5) NEW LONDON BUSINESS AND TECHNOLOGY CENTER**

Mr. Boggess stated that Hurt & Proffitt finished the grading plan for lot 3A & 3B. Mr. Wilkerson stated that there is currently joint ownership of the rescue services building in New London, and that they plan to convey ownership to the county which means ground maintenance will now have to be covered under a county landscaping contract.

Mr. Walton asked if the plan for 3A & 3B anticipates a building for the site. Mr. Boggess said we should have further discussion in closed session, but believes if the EDA is trying to sell the lots it would be a good idea to try to have them graded.

#### **(6) BEDFORD CENTER FOR BUSINESS**

Mr. Boggess stated he spoke recently with Dr. Capps on the lease, and he said their final budget numbers were still not in.

#### **(7) MONTVALE CENTER FOR COMMERCE**

#### **(8) CLOSED SESSION**

**Mr. Braud moved, seconded by Mr. Novitzke, that the Bedford County Economic Development Authority go into Closed Session pursuant to Section 2.2-3711 (A)(3) and (5), for discussion or consideration of the acquisition or disposition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and 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, as it pertains to Lot 1 in the New London Business and Technology Center. The EDA was unanimous in allowing Mr. Bailey and Mr. Guzek to sit in on the closed session.**

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

Voting no: None

Adopted unanimously

Authority member Mr. Braud 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. Harmony, Mr. Walton, Mr. Messier

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 2<sup>nd</sup> day of March 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 2<sup>nd</sup> day of March 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  
James A. Lusk  
Mickey Johnson, Vice-Chairman  
Kelly Harmony  
Jim Messier

**VOTE:**

Yes  
Yes  
Yes  
Yes  
Yes  
Yes  
Yes

**(9) ALL OTHER BUSINESS**

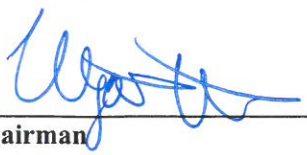
**A. Draft Planning Day Agenda**

Ms. Hupp stated there is a draft agenda included in the packet for the EDA to review. Mrs. Harmony asked if it had been revised since Lot 1 plans changed direction. Mrs. Blido stated there will likely be plenty to discuss. Mrs. Blido suggested we have this meeting in lieu of our May meeting. Mr. Walton clarified we are still having our first Thursday in April meeting.

**(10) ADJOURNMENT**


**-7:20 p.m.**

**APPROVED:**

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Chairman

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Secretary