



**MEETING MINUTES  
BEDFORD COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

**Bedford County Administration Ground Floor Training Room  
122 E. Main Street  
Bedford, VA 24523  
November 3, 2016  
6:30 p.m.**

**Economic Development Authority:**

**:Present:**

Dennis Novitzke - Dist. 1; Wyatt Walton, Chairman - Dist. 3; Jim Lusk - Dist. 5; Kelly Harmony - Dist. 6; Kristy Milton - Dist. 7

**:Absent:** Mickey Johnson, Vice-Chairman - Dist. 2; Matthew Braud - Dist. 4

**: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; Allen Cheek – Smyth; Ryan Allison – Smyth

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**(1) APPROVAL OF AGENDA**

Mr. Walton asked for approval and/or any other amendments to the Authority's November 3, 2016 agenda.

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

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

**Voting no: None**

**Adopted Unanimously**

**(2) APPROVAL OF MEETING MINUTES – October 11, 2016**

Mr. Walton asked for approval and/or amendments to the Authority's October 11, 2016 meeting minutes.

**Mr. Braud moved, seconded by Mr. Novitzke, to approve the October 11, 2016 meeting minutes, as presented.**

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

**Voting no: None**

**Abstain: None**

### **(3) REPORTS**

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

Mrs. Blido reported she was sad to hear that Bedford business owner Chris Markham passed away from his year-long battle with cancer this week. Staff has sent flowers to his family on behalf of the EDA. Chris' family will be holding a graveside service on Saturday at 11 a.m. at Hunting Creek Baptist Church in Big Island. Mrs. Blido stated she spoke to his business partner, Dave Hanowitz, who stated he had set up a scholarship fund at Virginia Technical Institute in his honor due to Chris' passion for vocational training, if anyone would like to contribute.

Mrs. Blido reported that the brewery loan closing was a big part of our month and gave special thanks to all staff involved for getting it done, namely Patrick Skelley, Jessica Hupp, Susan Crawford, and Petrina Grubbs.

Mrs. Blido reported we continue to gain interest from businesses and that Bob Bailey traveled to San Jose this week with Mid-Atlantic Broadband to meet with a high tech company we are trying to recruit to Bedford County, perhaps within the CAER.

Mrs. Blido stated she gave a presentation to the new Town of Bedford EDA a couple weeks ago, and that the Town recently made an announcement about a hotel relationship with Dogwood Development that its EDA entered into. Mrs. Blido stated that she and Wyatt also had a conversation with another interested hotel group this week, which she shared with Charlie tonight.

Mrs. Blido stated that next week the Lynchburg Regional Business Alliance will be hosting a national site selector event called Site Link, where about a dozen site selectors will come together with economic developers in Lynchburg to discuss trends, projects, and opportunities. Mrs. Blido will be attending the events Wednesday through Friday at the Kirkley, and Dave McCormack will be a keynote speaker one of the evenings. Over the weekend, about six site selectors will stay to tour industries, go to the LU football game, and take a helicopter tour of the region and our parks. She said it will be a great way to build relationships that may result in future prospect visits to Bedford County.

Mrs. Blido announced that Litesheet Solutions was named Innovator of the Year at the TechEdge 2016 Awards and Staff would help promote the positive news.

#### **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 Mr. Novitzke for attending the Business Roundtable last week at the CAER. The event featured a great presentation from Dr. Ruth Hendrick about CVCC's workforce training programs. Staff will be hosting its last quarterly Business Roundtable Meeting of the year on Dec. 8 at Poplar Forest. Poplar Forest will be giving a presentation about new developments to come in 2017.

Ms. Hupp reported that the Bedford One program is in full swing, and she just took a group of students on a tour of Lynchburg General last month. It was a very unique experience as students got broken up into

smaller groups to experience a clinical setting. There will be two other tours this year including a culinary tour in November and a law enforcement tour in December.

Ms. Hupp thanked the EDA members who had attended the groundbreaking ceremony for Beale's Brewery & BBQ, which had a great turnout and lots of media coverage.

Ms. Hupp reported she will be attending FabTech Expo this month, which is a metal fabrication and manufacturing trade show. She has started background research on companies that may be interested in relocating or expanding to Bedford County and will work to meet any site selectors or Virginia attendees while there.

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

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

Mr. Skelley stated he had nothing else to add from what Mrs. Blido already reported, but that he is amazed and happy we made it to this point.

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

##### **A. Landscaping and Snow Removal contracts**

Ms. Hupp reported she followed up with the companies currently performing snow removal and landscaping in both the Bedford Center for Business and New London Business and Technology Center, and each company agreed to renew their contracts at the same rate as last year. Ms. Hupp has typed up the renewal documents for Chairman Walton to sign. Peakview Landscaping does the snow removal and landscaping in the Bedford Center for Business and they do the landscaping in New London, while Rosser Landscaping & Design does snow removal in New London.

Mrs. Milton asked what the terms were. Mr. Boggess explained it had been set up as a one-year contract with four one-year renewals; therefore we have a few years left before having to rebid the work.

**Mr. Novitzke moved, seconded by Mr. Lusk, to renew the landscaping contract with Peakview Landscaping and snow removal contract with Rosser Landscaping & Design in the New London Business & Technology Center for the 2017 season.**

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

**Voting no: None**

**Abstain: None**

Mr. Boggess passed out a schematic drawing made by Hurt & Proffitt that outlines potential grading plans for lot 3a in New London. A couple meetings ago the EDA agreed that lot 3a was the appropriate lot to make "site ready". Mr. Boggess hopes to get the entire grading plan done in order to go out to bid in the Spring for completion of the grading.

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

##### **A. Landscaping and Snow Removal contracts**

**Mr. Braud moved, seconded by Mr. Novitzke, to renew the landscaping and snow removal contracts with Peakview Landscaping in the Bedford Center for Business for the 2017 season.**

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

**Voting no: None**

**Abstain: None**

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

**(8) CLOSED SESSION**

Mrs. Harmony moved, seconded by Mr. Lusk, 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.

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

Voting no: None

Adopted unanimously

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

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

Voting no: None

Adopted unanimously

On a motion made by Authority member Mr. Lusk, which was seconded by Authority member Mr. Novitzke, 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 3<sup>rd</sup> day of November 2016, 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 3<sup>rd</sup> day of November 2016, 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  
Kristy Milton


**VOTE:**


Yes  
Absent  
Yes  
Yes  
Absent  
Yes  
Yes

**(9) ADJOURNMENT**

-6:25 p.m.

APPROVED:

  
Chairman

  
Secretary