



**MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration Board Room
122 E. Main Street
Bedford, VA 24523**

**October 13, 2020
6:15 p.m.**

Economic Development Authority:

Present: Rhonnie Smith - Dist. 1; Vicki Gardner - Dist. 2; Wyatt Walton - Dist. 3 (via phone); Matthew Braud - Dist. 4; Kristy Milton - Dist. 5; James Robertson - Dist. 6; Jim Messier - Dist. 7

Staff Present: Traci Blido - EDA Secretary; Pam Bailey - Marketing & Business Development Coordinator; Patrick Skelley - County Attorney

Staff Absent: Robert Hiss, County Administrator

Transcriber: Julia Peters

Guests: None

Chairman Messier called the meeting to order and said the first item of business was to elect a Vice-Chair for the Economic Development Authority, replacing former Authority member Dennis Novitzke.

**Mrs. Gardner nominated Rhonnie Smith as Vice-Chair for the EDA, seconded by Mr. Braud.
Voting yes: Mr. Smith, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Robertson, Mr. Messier
Voting no: None
Adopted Unanimously**

(1) APPROVAL OF AGENDA

Chairman Messier asked for a motion to approve and/or any amendments to the Authority's October 13, 2020 agenda.

**Mr. Braud moved, seconded by Mr. Robertson, to approve the October 13, 2020 EDA Agenda, as presented.
Voting yes: Mr. Smith, Mrs. Gardner, Mr. Walton, Mr. Braud, Mrs. Milton, Mr. Robertson, Mr. Messier**

Voting no: None
Adopted Unanimously

(2) APPROVAL OF MEETING MINUTES - September 3, 2020

Chairman Messier asked for approval and/or any amendments to the Authority's September 3, 2020 meeting minutes.

Mrs. Gardner moved, seconded by Mr. Smith, to approve the September 3, 2020 meeting minutes, as presented.

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

Voting no: None
Adopted Unanimously

(3) REPORTS

A. Economic Development Director's Report

Mrs. Blido welcomed Rhonnie Smith to the EDA and noted it was nice to have a full slate of Authority members.

As mentioned previously, the site plan for Damage Prevention is being worked on and she hopes to provide the landscaping and architectural plans to show at the November meeting.

With the broadband project, people with questions about service to the new towers are being sent to the Briscnet call center for assistance. For the Comcast project, they had promised to build out 7,000 homes at Smith Mountain Lake, but have actually built out 8,000, so they have exceeded their goal. Comcast received a \$3.5 million grant from the Tobacco Commission for the project and the County did not have to put in any money toward the project.

In New London, AEP announced they will be rebuilding about 12 miles of transmission line beginning in 2022. New poles will be put up on the edge of the New London Business and Technology Center where the AEP jurisdiction line ends. The park, however, is serviced by Southside Electric. Mrs. Blido expects that AEP will be coming to the County requesting an easement of some kind soon for the project. She will keep the EDA apprised of any future information she receives.

As she noted in her email to the EDA members, Elba did find some asbestos during the roofing project and Mr. Cash and his team has gone forward to have it removed.

Also in the email was information regarding the New London shell building sewer line capacity, where the 2 inch piping was no longer available and we had to move to 1-1/2 inch. Brian Key of BRWA assured us that it should be sufficient for most potential buyers. It also allows for a future company to downgrade to 1 inch or upgrade to a 2 inch pipeline, depending on use.

It was discussed that the Board of Supervisors will be providing some funding assistance to the BRWA to expand the sewer capacity situation in Forest.

B. Marketing/Business Development Report

Ms. Bailey reported that the first virtual Bedford One tour was completed and she is working on the next tour which will be with the Liberty University School of Nursing. She will be looking at the statistics for

the digital ad campaign to see how the campaign is progressing and whether tweaks need to be made. She is also working on an ad for the Bedford Chamber's guide which is due this week.

Chairman Messier thanked Mrs. Blido and Ms. Bailey for the great-looking presentation given earlier in the joint meeting with the BOS. For a year with so many challenges, he said a lot was accomplished and the presentation was nicely done.

C. Monthly Financial Report (September 2020)

Staff reviewed the financial report with the EDA members and answered questions.

The County Treasurer has recommended that the EDA consolidate their two bank accounts into one account which would streamline financial management and reduce accounting errors.

Mr. Braud moved, seconded by Mrs. Milton to consolidate the two EDA bank accounts into one account.

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

Voting no: None

Adopted Unanimously

Mrs. Milton questioned whether the County Fiscal Management Department could direct-deposit mileage reimbursements, rather than processing a paper check each month, which is more costly. Ms. Bailey thought there was a reason it could not be done and Fiscal Management suggested sending in reimbursements every six months to a year to eliminate so many checks being cut.

Mrs. Gardner asked about the total cost for the Elba asbestos clean-up. Ms. Bailey noted that the final bill had not been received yet. Mrs. Blido recommended that the costs for the asbestos removal be ratified in the November meeting when the total dollar amount would be known. Chairman Messier suggested the matter be reviewed when **Agenda Item (4) Town of Bedford** is discussed.

D. Monthly Accounts Payable Report – Bills that have been paid (September 2020)

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

(4) TOWN OF BEDFORD

Mrs. Gardner moved, seconded by Mr. Robertson, to approve additional funds of \$2,515.00 to John T. Morgan Roofing & Sheet Metal Co., Inc. for the removal and proper disposal of asbestos materials found during the roof replacement project for the building adjoining Elba.

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

Voting no: None

Adopted Unanimously

(5) BEDFORD CENTER FOR BUSINESS

No updates.

(6) MONTVALE CENTER FOR COMMERCE

No updates.

(7) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

Mrs. Blido reported that the shell building is completed and she is awaiting the CO. Mr. Cash, Director of Public Works is obtaining insurance quotes in anticipation of the CO. Discussion followed regarding the EDA holding an event to advertise the completion and availability of the space.

(8) OTHER BUSINESS

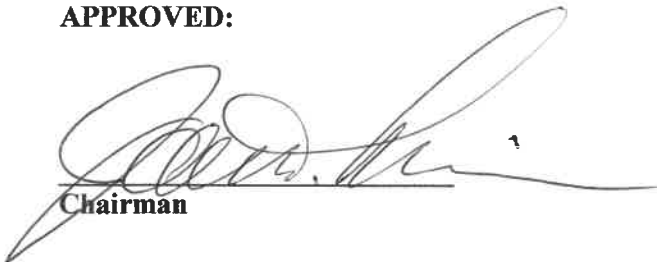
Chairman Messier noted that with the analysis of the County's business parks, he thought that two members for each site is feasible, with the Lake area as an entity of its own. An outline should be compiled to reflect findings, and he asked for one EDA member of each taskforce to be a leader who will be responsible for scheduling meetings, invitations, or phone calls. He further noted that all resources won't be needed for all projects, but the New London sewer issue is a very real issue and the EDA needs to know when more property can be sold in that business park. He was happy to take the lead for the Bedford Center for Business. Mr. Braud will be the lead for the New London Business and Technology Center. Mr. Walton agreed with Chairman Messier that expected outcomes should be formulated and communicated so everyone would be on the same page. Mrs. Blido said she will get some thoughts together, review them with the Chairman who can share them with the Team Leaders. She can also provide names and email addresses for the Team Leaders. Mr. Robertson will collect information for the Montvale Center for Commerce and Mrs. Gardner will handle the Smith Mountain Lake area with Mr. Smith assigned to that team also.

Chairman Messier was encouraged by the interest of the BOS to move forward and thought the project dovetails with some of the work Mr. Hiss will need to do for the Comprehensive Plan. Consensus was for EDA members and committees members do the leg work on the business parks' analyses without requiring additional time and effort by the staff. Some short brainstorm sessions or phone calls will be needed, but should be limited to only two EDA members per call or session in order to remain within legal definitions of any announced official meeting.

(9) ADJOURNMENT

6:45 p.m.

APPROVED:


Chairman


Secretary