



MEETING MINUTES
ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration Ground Floor Training Room
122 E Main Street
Bedford, VA 24523
November 3, 2022
5:30 p.m.

Economic Development Authority:

Present: David Wells (District 1); Vicki Gardner (District 2); Wyatt Walton (District 3); Matthew Braud (District 4); Kristy Milton (District 5); Jimmy Robertson (District 6); Jim Messier (District 7)

Staff Present: Pam Bailey – Economic Development Director; Holley Scheffel – Business Programs Coordinator; Patrick Skelley – County Attorney; Robert Hiss – County Administrator; Justin Stauder – Deputy County Administrator, Doug Coffman – Public Works Director, Trish Luger-Administrative Assistant

Guests: Charla Bansley (District 3)

(1) CALL TO ORDER

Chairman Robertson called the meeting to order at 5:30 p.m. He welcomed new employees Trish Luger, Administrative Assistant; and Justin Stauder, Deputy County Administrator to Bedford County Administration.

(2) APPROVAL OF AGENDA

Ms. Bailey asked to add Montvale Center for Business. Item A (below).

Chairman Robertson asked for a motion to approve the November 3, 2022, agenda.

Mr. Messier moved, seconded by Mr. Braud, to approve the November 3, 2022, agenda.

Adopted unanimously.

(3) APPROVAL OF MEETING MINUTES – September 1, 2022 and October 11, 2022

Chairman Robertson asked for a motion to approve the meeting minutes.

Mr. Messier moved, seconded by Mr. Wells to approve the September 1, 2022 & October 11, 2022, meeting minutes.

Adopted Unanimously

(4) REPORTS

A. Economic Development Director's Report

A business round table was held in September to discuss workforce and recruitment with J.D. Fedor/Dept of Corrections and Tim Saunders/Virginia Career Works. Collaboration and turnout were good.

At the end of October, a virtual site visit regarding the application for Virginia Business Ready Sites Program grant for phase 2 in New London Business and Technology Center park. This was the second round of grant process. Hoping to hear back next week if approved for an on-site tour in December.

VEDA Conference in Lynchburg was a rewarding session.

Ms. Bailey attended a session with Senator Mark Warner regarding nuclear industry in the region. With Lynchburg being a nuclear hub, there is interest pertaining to Liberty University's Center for Engineering Research and Education building in the New London park where BWXT owns a nuclear test loop.

A week was spent in Louisville, KY attending the Oklahoma University Economic Development Institute attending several classes. Two beneficial classes were Credit Analysis & Managing Economic Development Organizations.

Ms. Bailey & Ms. Scheffel have had three BRE visits this past month, which included WexcoUSA, Custom Truck, and Moore and Giles.

Wexco USA has hired 5 employees and working towards more. Custom Truck is coming to the end of their three-year performance agreement. The expansion is complete, but the company has not had success in hiring the number of people as committed and is currently streamlining and incentivizing employees.

Moore & Giles currently has 105 employees and they are currently struggling with supply chain issues.

B. Business Programs Report

Ms. Scheffel reported on the Bedford ONE Program. She met with Justin Tucker, Principal of Liberty HS, the CTE Dept. & school counselors, explaining the program. This was received so well that 14 students signed up that next day. Custom Truck was gracious to meet the increase for that tour.

The following week Ms. Scheffel met with Darcy Parker from Staunton River High School. She was impressed that Ms. Scheffel would make the time to meet with her to explain the value of this program. The school is currently without a Career Coach, but was able to send kids for both tours.

Bedford County Public Schools ribbon cutting for HVAC invited the economic development staff to speak, which was a tremendous testimony to the partnership being formed.

Upcoming tours: Wicked Diesel, Craft Collision/Moneta, Pete's Tire & Lube

Washington St and to Bridge St. and landscaping. Mr. Coffman will get bids to compare pricing. Ms. Bailey will speak with Mary for grant recommendations to green up the parking lot.

(9) TOWN OF BEDFORD

A. Town metal works facility – presentation by Mary Zirkle

Mrs. Zirkle spoke about an opportunity for Town a. Town metal works facility – presentation by Mary Zirkle of Bedford to purchase a steel foundry building that recently closed but had been in operation since the 1970s. The strategic plan for the town is driving this initiative for the space to become a workforce center for metal works. Currently it is an empty shell with a concrete floor. The Town's EDA is asking for a partnership with the County's EDA to be second on an application for a GO Virginia grant. No funds are being requested. Ms. Bailey will write a letter of support.

**Mr. Walton moved, seconded by Mr. Messier to be a second party on the application.
Adopted Unanimously**

(10) OTHER BUSINESS

A. Blue Ridge Professional Park, Vista Centre Drive, Forest site plan approval
Site plan emailed and copies given to all at meeting to review.

**Mr. Walton made a motion to approve the site plan for Blue Ridge Professional Park,
seconded by Mr. Braud
Adopted Unanimously**

B. Close out SML Packaging performance agreement
Ms. Bailey requested to close this performance agreement as they have met their commitment. Currently they employ 13 full time employees and have added \$350,000 in machinery and equipment.

**Mr. Walton moved, seconded by Ms. Milton to close out the performance agreement.
Adopted Unanimously**

C. Additional comments
Mr. Messier commended the Bedford ONE Program and wanted to clarify that only public schools were given the advantage to participate. Ms. Bailey confirmed.

Ms. Bailey mentioned that Gunnoe's Sausage facility is closing. The brand was sold and will still be available in stores, but the Cifax operation will close on November 5, 2022.

Supervisor of CTE/BCPS and the Principal of Susan G. Gibson invited Mrs. Scheffel to be part of an upcoming CTE Advisory Board. There was a pre-meeting last week, and the first meeting is scheduled for December 15th.

Franklin County Economic Development emailed Ms. Bailey and Mrs. Scheffel regarding the Bedford ONE program. They desire to meet and roll out the same.

C. 2021 EDA Audit Report

Ms. Bailey recommended to please review at your leisure. Finance is currently working on the 2022 audit and Ashley Anderson, Director of Finance would like to attend the meeting to discuss and answer questions. Discussion included striving to be good stewards, receiving several bids, with quality of work being taken into consideration.

D. Monthly Financial Report

Ms. Bailey shared that there was nothing out of the ordinary for the month.

E. Monthly Accounts Payable Report

Ms. Bailey shared that there was nothing out of the ordinary for the month. She gave an invitation to Mr. Robertson to review the financial reports at her office, which he accepted.

(5) BEDFORD CENTER FOR BUSINESS

Nothing new to report.

(6) MONTVALE CENTER FOR COMMERCE

A. Authorization to survey and prepare two subdivision plats on Market Place Dr.

Ms. Bailey received word from Norman Moon with Thalhimer regarding current the prospect. The purchaser withdrew their request to purchase lot C3 because of the 60-day due diligence period. It does not mean they want to pull out but had concerns with the contract. Ms. Bailey will proceed with the surveys as discussed previously in closed session.

(7) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Meade Road sidewalk and drain status report

Contractor is behind but is mobilizing equipment and utilities are marked. Ms. Bailey and Mr. Coffman have each applied pressure in hope to expedite the process.

(8) WASHINGTON STREET PROPERTY

A. Parking lot cost update

Mr. Coffman stated total investment is \$238,000. This includes whole front parking lot, left side, around the right side to loading dock, curb and gutter, sidewalk adjustments, new entry way to

(11) ADJOURNMENT

**Chairman Robertson called for a motion to adjourn the November 3, 2022, EDA meeting.
Mr. Braud moved, seconded by Ms. Milton to adjourn the meeting.
Meeting adjourned at 6:55 p.m.**

APPROVED:


Chairman


Secretary

