



**AGENDA**  
**ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA**  
**Bedford County Administration – Board Room**  
**122 E Main Street**  
**Bedford, VA 24523**  
**February 2, 2023**  
**5:30 p.m.**

- (1) CALL TO ORDER**
- (2) APPROVAL OF AGENDA**
- (3) APPROVAL OF MEETING MINUTES – January 5, 2023**
- (4) SPECIAL PRESENTATION – Brandon Butler, Esq.**
  - A. Overview: Procedure, Rules, and Ethics for EDA Members
- (5) REPORTS**
  - A. Economic Development Director’s Report
  - B. Business Programs Report
  - C. Monthly Financial Report
  - D. Monthly Accounts Payable Report – (see January bills that have been paid)

<b>EDA</b>	
EDA Mileage – January meeting	\$106.70
<b>Bedford Center</b>	
Town of Bedford Power – CVCC	\$3,572.48
Peaksview Landscaping	\$483.34
BRWA – CVCC	\$133.77
<b>New London</b>	
Southside Electric	\$609.62
Peaksview Landscaping	\$2,154.17
<b>Washington Street</b>	
Peaksview Landscaping	\$121.67
<b>TOTAL:</b>	<b>\$7,181.75</b>

**(6) TOWN OF BEDFORD**

**(7) BEDFORD CENTER FOR BUSINESS**

**(8) MONTVALE CENTER FOR COMMERCE**

**(9) NEW LONDON BUSINESS AND TECHNOLOGY CENTER**

A. VRBSP Grant status report

**(10) WASHINGTON STREET PROPERTY**

**(11) CLOSED SESSION**

*Closed Session pursuant to Section 2.2-3711 (A) (3), Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.*

**(12) OTHER BUSINESS**

A. Discuss EDA-owned property values



**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**  
**January 5, 2023**  
**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)

**Absent:** Jim Messier (District 7)

**Staff Present:** Pam Bailey – Economic Development Director; Holley Scheffel – Business Programs Coordinator; Patrick Skelley – County Attorney; Robert Hiss – County Administrator; Trish Luger – Administrative Assistant

**Guests:** Charla Bansley (District 3); Edgar Tuck (District 2)

**(1) CALL TO ORDER**

Mr. Skelley called the Organizational Meeting of the Bedford County EDA to order at 5:31 p.m.

**(2) ORGANIZATION**

**A. Election of Officers**

Mr. Skelley asked for nominations for Chairperson. Mr. Walton nominated Mr. Robertson, seconded by Mr. Braud.

Adopted Unanimously

Mr. Robertson asked for a motion to nominate Mr. Walton as Vice-Chairman, seconded by Ms. Gardner.

Adopted Unanimously

Mr. Walton asked for a motion to nominate Ms. Bailey as Secretary and Ms. Snow as Treasurer, seconded by Ms. Milton.

Adopted Unanimously

**B. Approval of 2023 Meeting Calendar**

Chairman Robertson asked for a motion to approve the 2023 Meeting Calendar. Mr. Braud moved, seconded by Mr. Walton.

Adopted Unanimously

**(3) APPROVAL OF AGENDA**

Ms. Bailey stated a correction in REPORTS (5) D – month listed should be December.  
Ms. Bailey stated that Custom Truck will not be closed out this evening. Chairman Robertson asked for a motion to approve the Agenda, Mr. Braud moved, seconded by Ms. Gardner.  
Adopted Unanimously

**(4) APPROVAL OF MEETING MINUTES – December 8, 2022**

Approval of Meeting Minutes date was corrected to December 1, 2022.  
Chairman Robertson asked for motion to approve the December Meeting Minutes. Mr. Wells moved, seconded by Mr. Walton.  
Adopted Unanimously

**(5) REPORTS**

**A. Economic Development Director’s Report**

ECO Friendly Foods was awarded an AFID grant to expand their operations in Moneta. They were awarded \$21,500 from the Governor, which will be matched by the County. There will be an expansion of their kitchen, reopening their storefront, and additional services to local farmers.

The EDA is currently awaiting an announcement from the Governor about the VBRSP grant for Phase 2 site work at New London. A decision is expected next week.

Ms. Bailey will be meeting January 26 with Project Labor Day, a prospect for the TEVA site. Other prospects for that facility include Project Plastic and Project Apple.

Ms. Bailey is meeting with Thomas Turner with Hall & Associates who currently list the Motiva site in Montvale. Bob Carnes with Montvale Water will be reviewing the back flow and water leaks at the site.

John Putney and Mr. Hiss have been in communication with Buckeye Terminals. Buckeye owns terminals on either side of the road but has no plans for the property nor interest in buying the pipeline. The Planning Commission applied for a Brownfield Planning Grant for the region. The County submitted this property to be part of the grant. There will be continued follow up with Buckeye Terminals as well as reaching out to TransMontaigne for similar discussions.

**B. Business Programs Report**

Ms. Scheffel is maintaining her monthly meetings with the Supervisor of Career & Technical Education with Bedford County Public Schools. The school board approved EMT, Criminal Justice I & II, along other classes.

The first CTE Advisory meeting was held December 15 at CVCC. In attendance were BCPS Executive Leadership, VA Career Works, and other companies pertaining to workplace readiness. The next meeting is scheduled January 19.

The principals agreed to forego the Bedford One tour in May due to SOL’s, AP testing and final exams.

The CTE student led video is currently underway with voice auditions being conducted.

The emergency services Bedford ONE tour is scheduled January 25 with the 911 Communications Center, Sheriff’s Department and Fire and Rescue Department.

The February Bedford ONE tour will be at Virginia Technical Institute in Altavista. Over 40 employers will be present to hire students on-site for full time employment and summer internships. Other upcoming tours include Mariner’s Landing in March and a utilities tour in April.

**C. Monthly Financial Report**

Nothing out of the ordinary for the report. Mr. Braud questioned the term lease for Beales. Ms. Bailey will review Beale’s lease and email terms to the EDA.

**D. Monthly Accounts Payable Report**

Nothing out of the ordinary for the report.

<b>EDA</b>	
EDA Mileage – December meeting	\$106.70
<b>Bedford Center</b>	
Town of Bedford Power – CVCC – (November)	\$3,572.48
Peakview Landscaping – (November)	\$483.34
Trane – CVCC - Fuse repair	\$1,983.39
BRWA (December)	\$154.27
<b>New London</b>	
Southside Electric – (December)	\$607.86
Peakview Landscaping – (November)	\$2,164.17
<b>Washington Street</b>	
Peakview Landscaping (November)	\$121.67
<b>TOTAL:</b>	<b>\$9,193.88</b>

**(6) TOWN OF BEDFORD**

The town is putting forth a GO Virginia grant application for a metal works facility at the old Winoa plant. The grant will allow a feasibility study to determine if a metal fabrication work force center could be created.

**(7) BEDFORD CENTER FOR BUSINESS**

No updates to report.

**(8) MONTVALE CENTER FOR COMMERCE**

Accupoint Surveying & Design, LLC provided a preliminary survey, but due to missing easement information has not been able to complete the project. Ms. Bailey confirmed the county will wait until all information is acquired.

**(9) NEW LONDON BUSINESS AND TECHNOLOGY CENTER**

An international disc golf tournament is coming 2024. A date has yet to be determined. The event is expected to bring up to 20,000 visitors to the area.

**(10) WASHINGTON STREET PROPERTY**

No decisions have been made on the parking lot. The town has agreed to cover the cost of the sidewalk. Ms. Bailey has reached out to the public schools but has not received a response.

**(11) OTHER BUSINESS**

A. Tourism Zone draft ordinance review

Page 3 - Item 3 - Investment Qualifications. Mr. Wells questioned *meet the job creation qualifications during at least one quarter of the incentive year*. He suggested it be listed as 6 months.

Mr. Walton and Mr. Braud stated the minimum requirements should be removed. A suggestion was to state that if they qualify for a tax break, they may receive an EDA incentive.

Mr. Walton made a motion that the EDA is in favor of a tourism zone ordinance to incent business location in the tourism zones, seconded by Ms. Milton.

Adopted Unanimously

**A motion was made by Mr. Walton, and a second by Mr. Wells to enter a closed session.**

**(12) CLOSED SESSION**

*Closed Session pursuant to Section 2.2-3711 (A) (5), Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.*

**A motion was made by Mr. Braud, and a second by Mr. Wells to come out of the closed session.**

**Adjournment**

7:43 pm