



**MINUTES**  
**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.**

**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)

**Staff Present:** Pam Bailey – Economic Development Director; Holley Scheffel – Business Programs Coordinator; Brandon Butler – Senior Assistant County Attorney; Robert Hiss – County Administrator; Doug Coffman – Public Works; Trish Luger – Administrative Assistant

**Guests:** Charla Bansley (District 3); Mickey Johnson (District 1); Andy Dooley

**(1) CALL TO ORDER**

Chairman Robertson called the meeting to order at 5:31 pm.

**(2) APPROVAL OF AGENDA**

Chairman Robertson called for a motion to approve the agenda as presented. Mr. Walton moved, seconded by Mr. Messier.

Adopted Unanimously

**(3) APPROVAL OF MEETING MINUTES – January 5, 2023**

Chairman Robertson asked for motion to approve the January meeting minutes. Mr. Wells moved, seconded by Mr. Walton.

Adopted Unanimously

Mr. Messier abstained from voting due to absence at January meeting.

**(4) SPECIAL PRESENTATION – Brandon Butler, Esq.**

**A. Overview: Procedure, Rules, and Ethics for EDA Members**

Mr. Butler explained Robert's Rules of Order and suggested that each member review the packet for reference.

Regarding Closed Sessions, it was noted that the topic should be listed on future agendas. This will alert any member needing to recuse themselves due to a potential conflict. Ms. Bailey will follow with this request.

## **(5) REPORTS**

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

Ms. Bailey attended Virginia Economic Developers Association (VEDA) Day at the Capitol. Ms. Bailey was able to meet with local legislators about economic development initiatives, which included Montvale Terminals. Delegate Matt Farris & Senator Steve Newman requested approximately a half million dollars for Bedford County to complete a redevelopment plan for the 141 acres in Montvale. Information on this project can be found through VDHCD, item 115 #4h.

Ms. Bailey presented to Smith Mountain Lake Connects, sharing information/data about the county and its business parks, which was well received.

A GO Virginia meeting Ms. Bailey attended entailed speaking about workforce and acknowledging the grants received for site development, which included the LU CERE project. Ms. Bailey will follow up on due diligence work performed at Montvale prior to her time. Go Virginia will be presenting at next month's Joint Town and County EDA meeting.

Earlier this week Ms. Bailey met with Clint and Leland Seckman with Parkland Direct. The company currently has 142 employees that work rotating shifts, with an average age between 20 and 40 years old. Discussion included the need for additional building space.

Prospect updates for the Teva building include a productive meeting with Project Labor Day who are expected to come to a decision within 90 days. Project Dovetail is still on the radar for land in New London but there are no new developments.

An update on the Tourism Zone raised the question of where it should be located. Ms. Bailey will compare other tourism zones in the state, of which there are approximately 67.

### **B. Business Programs Report**

Ms. Scheffel and Ms. Basinger are still working with Bedford County Public Schools on the student-led CTE video. Fourteen students from all three BCPS high schools were identified by teachers for consideration. A four-person interview panel narrowed the selection to one student. The one-day shoot will feature Paul Denham/Southern Air and Josh Weeks/Wicked Diesel and is to be completed soon.

A student from Liberty High School was hired at Wicked Diesel following a Bedford ONE tour at that business back in November 2022.

An emergency services tour was completed last week with Bedford County Fire & Rescue, 911 Communications and the Sheriff's office. All three offices did a fantastic job, and the event was featured in the local newspaper. The firehouse received two applications for EMT because of the tour.

Next month's tour will be at Virginia Technical Institute (VTI) for a career expo. Students will have an opportunity to bring their resume with the possibility of being hired on the spot. Forty employers will be in attendance. Mrs. Scheffel has been working to assure Bedford businesses and students are well represented.

Ms. Scheffel is working to schedule a tour with Mariners Landing. This will bring awareness of the variety of positions on the property available to students.

A Business Round Table is being hosted Thursday, February 23 at CVCC-Bedford Campus. The topic is Registered Apprentice and Youth Registered Apprentice. Roanoke County & Roanoke City Public

Schools recently completed an expo. With support from the Governor, this initial meeting will give insight on how Bedford businesses will be able to benefit and capitalize from this program. To date, twelve people have registered.

Upcoming Bedford ONE tours include a utilities tour with BRWA and Town of Bedford Power, Chapel Creek Farms, and an “all things government” tour with County Administration.

**C. Monthly Financial Report**

Nothing out of the ordinary on either report. Invoices for CAM (Common Area Maintenance) fees will be mailed this week. The Bedford ONE tour food has increased due to expanded events and attendees. The \$127.76 charge to Lake Vista Corp is listed in error and will be recoded to Elba.

**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**

The Town of Bedford EDA was awarded a Virginia GO grant to study the need for a metal works training facility at the former Winoa USA factory. Mary Zirkle is currently working on the RFP for the study and Ms. Bailey is supporting the project with time, as needed.

During the joint meeting in March, two members from Go Virginia, Luke Towles with Pinnacle Bank and Janice Crawford with Framatome, will share information from Go Virginia relevant to the group. Mr. Messier recognized and commended the Bedford Fire Dept., Law Enforcement, Fire & Rescue, and surrounding agencies for their handling of the fire at Sister 2 Sister Custom Catering & Café.

**(7) BEDFORD CENTER FOR BUSINESS**

Nothing new to report.

**(8) MONTVALE CENTER FOR COMMERCE**

The plat was submitted to the county for the two parcels. Accupoint Surveying & Design received the necessary file from Anderson & Associates who completed the right of way easement, and the process is moving forward.

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

**A. VRBSP Grant status report**

Ms. Bailey has been in contact with the state and currently waiting a performance agreement. Mr. Coffman explained the course of action regarding RFP's and current firms in place for engineering services. The board expressed interest in being included in the decision process. Ms. Bailey will provide information to the EDA regarding select firms in order to make an informed decision.

**B. Meade Road status report**

Bif Johnson with Hurt & Proffitt offered to pay a portion, it not all, of the overages occurred on the project because of VDOT's required changes. The board agreed that the full amount should be paid, which is approximately \$18,000. Ms. Bailey is currently awaiting a \$9,700 reimbursement from the Tobacco Commission and will verify the amount once that is received and relay that information to Mr. Johnson.

**(10) WASHINGTON STREET PROPERTY**

Nothing new to report.

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

**(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.*

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

**(12) OTHER BUSINESS**


**A. Discuss EDA-owned property values**

Ms. Bailey spoke about New London and the need to survey and parcel off certain lots, so sites are ready when an interested buyer is in place. It was discussed that any requests for a parcel would have to be submitted and await the time frame, even though the process may add several months to the sales process. Ms. Bailey will consult with Mr. Levandoski for the correct source for the new assessed property values.

**Chairman Robertson called for a motion to adjourn the February 2, 2023, EDA meeting. A motion was made by Mr. Walton, and a second by Mr. Braud to adjourn the meeting.**

Adjourned 6:42 p.m.

  
Chairman

  
Secretary