



MINUTES

ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA
Bedford County Administration – Ground Floor Training Room
122 E Main Street
Bedford, VA 24523
May 4, 2023
5:30 p.m.

Economic Development Authority:

Present: Vicki Gardner (District 2); Wyatt Walton (District 3); Kristy Milton (District 5); Jimmy Robertson (District 6); Jim Messier (District 7)

Absent: David Wells (District 1); Matthew Braud (District 4)

Staff Present: Pam Bailey – Economic Development Director; Holley Scheffel – Business Programs Coordinator; Robert Hiss – County Administrator; Patrick Skelley-County Attorney; Doug Coffman – General Properties Mgr.; Trish Luger –Administrative Assistant

Guests: Mickey Johnson

(1) CALL TO ORDER

Chairman Robertson called the meeting to order at 5:32 p.m.

(2) APPROVAL OF AGENDA

Chairman Robertson called for a motion to approve the agenda as presented.

Mr. Messier moved, seconded by Mr. Walton to approve the May 4, 2023, agenda.

Adopted Unanimously

(3) APPROVAL OF MEETING MINUTES – April 6, 2023

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

Messier moved, seconded by Ms. Gardner to approve the April 6, 2023, minutes.

Adopted Unanimously

(4) REPORTS

A. Economic Development Director's Report

The performance agreement was received from the state for the due diligence in New London Tech Center and was reviewed by Mr. Skelley. Legal has approved the Wiley/Wilson construction contract and completion is expected 10/1/23.

Ms. Bailey is currently working on a brochure and rack card for employers to share with new or potential employees. This will showcase living and working in Bedford, as well as the environment and the community.

A GO Virginia meeting will be attended next week to discuss creative partnerships in rural communities. Priority projects will be identified for community collaboration.

The 2023 Consultants Forum will be attended May 15-17. Leading site selectors from all over the country will lead sessions in best practices as well as meet with attendees.

B. Business Programs Report

Today was a successful signing day at Susie G. Gibson with BCPS and the office of economic development. A video project is also underway highlighting the CTE programs offered at BCPS.

Nineteen students visited the BWRA, Town of Bedford Power, and the Town's solar farm on April 19 as part of a Bedford ONE industry tour.

Trevor Hoss, CTE Supervisor stated that Dr. Bergin wants to apply for the Virginia School Boards Association Excellence in Work Force Readiness Award, with the Bedford ONE program in mind. The school board will vote on it May 11, just before the application due date of May 15.

Bedford ONE 2022/2023 statistics: Met goal #3 under the EDA strategic plan to assist and develop a skilled workforce.

Students: 192 (all 3 BC schools were represented on each trip)

Businesses: 13 (includes multiple sites)

The Business Appreciation Event will be held Wednesday, May 10 from 5-7 p.m. at Apocalypse Cidery and Winery in Forest with Maverick Seafood catering.

C. Monthly Financial Report

Nanotouch will pay CAM fees once building is sold. CVCC paid rent last June for this fiscal year.

D. Monthly Accounts Payable Report – (see April bills that have been paid)

EDA	
EDA Mileage – April meeting	\$111.79
Bedford Center	
Town of Bedford Power – CVCC	\$3,219.40
Peaksview Landscaping	\$483.34
BRWA – CVCC	\$146.37
New London	
Southside Electric	\$609.82

Peaksview Landscaping	\$1,494.17
Washington Street	
Peaksview Landscaping	\$121.67
TOTAL:	\$6,186.56

(5) SELF INSURANCE PROPOSAL

A. Review and approval of VAcrop self-insurance proposal.

Ms. Bailey reported that the plan remains unchanged and that a minimum increase is indicated in the budget. Ms. Bailey will follow up about valuations and if replacement costs are to be adjusted.

(6) BUDGET

A. Approval of FY24 EDA Budget

Depending on the self-insurance answers, the budget will be updated. The Chairman also asked for the YTD number be updated on the provided budget spreadsheet to make it easier to read vs. the report from Munis.

(7) TOWN OF BEDFORD

No update to report

(8) BEDFORD CENTER FOR BUSINESS

No update to report.

(9) MONTVALE CENTER FOR COMMERCE

The Accupoint survey was reviewed.

(10) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Review appraisals for lots 2, 4, 8 and 11.

With the recent assessment and appraisals, it was determined that the per acre price is between \$35,000-\$40,000.

Chairman Robertson commented on hardwood timber on Lot 11. Bobby Nichols from Huddleston has quoted \$26,300. Mr. Nichols would also select cut the trees at the lots across the street to make the lots more presentable. Chairman Robertson will provide additional quotes at the June meeting.

Ms. Milton explained the unit rule. If quoting between \$35k-\$40k an acre, for the \$40k you would be using lots 2, 8 and 11, because they are smaller, which indicates a higher per acre value. The larger 24 acres lot should start at \$35k.

(11) WASHINGTON STREET PROPERTY

A. Request for action regarding parking lot paving project

Mr. Coffman will request bids be due back May 30 with a discussion at the June meeting.

B. Elba roof project

A state health inspector visited Elba's. Over the produce room is a concrete roof that has been problematic for some time. The roof has been fixed, patched, and coated without success. The solution is to lift the cooler and conditioning units from the roof and apply rubber membrane. Mr. Coffman will get pricing for this work.

(12) OTHER BUSINESS

A. Request for water tower funds related to Source4's expansion

Chairman Robertson asked for a motion to deny the funds request. Moved by Mr. Messier, seconded by Ms. Milton.

Adopted Unanimously

B. Review request to amend the covenants in Forest Professional Park

Chairman Robertson asked for a motion to keep the covenants as-is. Ms. Gardner moved, seconded by Mr. Messier

Adopted Unanimously

C. KMR Aviation Services – Extension of payback

Chairman Robertson asked for a motion to allow six months extension to pay installments. Mr. Walton moved, seconded by Ms. Gardner.

Adopted Unanimously

A motion was made by Mr. Walton, seconded by Mr. Messier, to enter a closed session. Ms. Milton recused herself from closed session due to a conflict.

(13) 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. (Related to prospects for New London and Bedford)

A motion was made by Mr. Walton, seconded by Mr. Messier, to come out of closed session.

Adjournment 7:16 pm


Chairman


Secretary