



MINUTES

ECONOMIC DEVELOPMENT AUTHORITY OF THE COUNTY OF BEDFORD, VA

Bedford County Administration – Board Room

122 E Main Street

Bedford, VA 24523

August 3, 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); Jim Messier (District 7)

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

Guests: Mickey Johnson

(1) CALL TO ORDER

Chairman Robertson called the meeting to order at 5:30 p.m.

(2) APPROVAL OF AGENDA

Chairman Robertson called for a motion to approve the agenda with changes to include July financials. Mr. Messier moved, seconded by Mr. Braud.

Adopted Unanimously

(3) APPROVAL OF MEETING MINUTES – June 1, 2023, and June 19, 2023

Chairman Robertson asked for motion to approve both June meeting minutes. Mr. Messier moved, seconded by Mr. Braud.

Adopted Unanimously

(4) REPORTS

A. Economic Development Director's Report

Ms. Bailey presented the new Bedford County brochure. This will aid as a recruitment tool for companies hiring new employees, focusing on living, working, and playing in the county. A few modifications will be made when the brochure is set to print again.

CVCC has asked Ms. Bailey to inquire with EDA regarding extra funding for the Career Coach position. Ms. Bailey has asked CVCC to explore more of their resources and available Perkins grant funds. The Lynchburg Regional Business Alliance is working on a GO Virginia grant request to aid in additional funds for Career Coaches in Bedford and Amherst Counties, but this is not a long-term solution to funding a full-time position. Bif Jonson was recently appointed to the VCCS Board and Ms. Bailey will reach out to him.

A pharmaceutical technology industry prospect for the TEVA building is in motion and a non-disclosure agreement has been signed. In addition to this property, the company has plans for an additional 400,000 square feet and New London with its dark fiber is desirable. The Commonwealth is currently waiting for the prospect to reveal their financials so incentives can be discussed.

A current business in town desires a start-up/incubator space and a lot in Bedford Center for Business was mentioned. Ms. Bailey has reached out to Central Virginia Planning District Commission regarding an EDA grant for a feasibility study. Ms. Bailey will reach out to Scott Elliott and Johnny on the Spot for building recommendations.

The Montvale plat has been recorded.

Five BRE visits have been completed: Innerspec Technologies, Blue Ridge Optics, Turman Lumber, Simplimatic Automation and Damage Prevention.

Ms. Bailey will share a spreadsheet all listing performance agreements.

Bedford YMCA opened their childcare facility on July 5. Sixty spots have been filled except for 2 infant spots.

On June 30, Ms. Bailey and Mr. Hiss met with Southside Electric about capacity and growth in the county. Discussion included the timeline should more power be needed in New London.

Ms. Bailey attended the VEDA leadership retreat in Danville and will begin serving on their Board of Directors in January 2024.

B. Business Programs Report

Bedford ONE tours for 2023/2024 have been booked.

Ms. Scheffel attended Experience Works, a career technical education conference. It was sponsored by the Dept of Education and the theme was Working Together. Conversation after the conference resulted in speaking with the Work Base Learning Coordinator of Roanoke City Schools. This initiated a meeting July 25 with Roanoke City, Roanoke County and Bedford County. A follow up meeting September 12 will include Bedford, Botetourt, Franklin, and Roanoke counties, along with Roanoke City and Salem City. The goal is to share resources and find best practices.

Ms. Scheffel has emailed the principals of the three area high schools along with the tech center to arrange a meeting about the Bedford ONE program. Her goal is to become a resource for internships or apprenticeships. An appointment at Staunton River is set August 11.

A connection has been made with Virginia Career Works regarding grant funding for an employment centered video mini-series focusing on hard to fill jobs in our region including healthcare, manufacturing, and nuclear energy.

The Bedford Chamber along with the school division are preparing for a 7th grade Career Expo to be held at Susie G. Gibson in early October.

A business roundtable is scheduled for August 24 at the Bedford Welcome Center 8:30 - 10 a.m. The focus will be how Virginia Career Works can assist employers with people that have work barriers. The Department for Aging & Rehabilitative Services (DARS) will also be present.

Interviews for the Career Coach position are in force and an update should be received soon.

C. Monthly Financial Report

Ms. Anderson will speak to the committee at a future meeting on understanding the budget reports. Ms. Bailey will research how the reports can be displayed to the group.

Brown Edwards is working on the FY23 audit.

D. Monthly Accounts Payable Report – (see June/July bills that have been paid)

July's expenses were omitted and reflect below.

EDA	
EDA Mileage – January meeting	\$180.04
Bedford Center	
Town of Bedford Power – CVCC	\$5,322.59
Peaksview Landscaping	\$966.68
BRWA – CVCC	\$274.66
New London	
Southside Electric	\$1,241.92
Peaksview Landscaping	\$2,988.34
Washington Street	
Peaksview Landscaping	\$243.34
TOTAL:	\$11,217.57

(5) TOWN OF BEDFORD

Ms. Zirkle and Ms. Bailey are collaborating on a ½-page ad for the November issue of Site Selection Magazine in the Virginia State Spotlight feature. The focus is on the assets of the Town and County of Bedford.

The Town EDA is hoping to close on the Winoa USA building soon. The Town was showcased in the latest issue of Virginia Business magazine.

(6) BEDFORD CENTER FOR BUSINESS

A. CVCC HVAC pricing review

Mr. Coffman is currently waiting additional pricing for the 40 x 24 duct heater. A \$22,000 quote from Trane has been received. An update will be shared at the next meeting.

(7) MONTVALE CENTER FOR COMMERCE

A. Consideration of updating the master plan for Montvale Center for Commerce.

A proposal to create a new site plan for Montvale was discussed to potentially grade the two remaining lots on the north side. Ms. Bailey reached out to Master Engineers for pricing on a creating a pad-ready site for a 50,000 - 100,000 square ft. building. It was expressed to get a pricing to build a building in addition to the creating a pad-ready site.

(8) NEW LONDON BUSINESS AND TECHNOLOGY CENTER

A. Consideration to proceed with lots 10A & 12A pad-ready sites.

The County's CIP budget has \$137,000 to use for these two lots. It was suggested to let Dovetail know that if there is no response by the 4th quarter, the EDA will move forward with development of the sites. Ms. Bailey will price current grading costs and notify the Tobacco Commission about extending the grant deadline.

B. Consideration for Lot 4 Tier 4/5 status

The site grade is still currently a Tier 3. Pricing to rate it a 4/5 came from Hurt & Proffitt, \$1,200, and Wiley Wilson, \$6,000.

Mr. Walton moved, seconded by Mr. Braud, to award the contract to Hurt & Proffitt.

Adopted Unanimously

C. Phase 2 Master Plan status report

The project is currently underway with Wiley Wilson and should be complete the end of September. A new master plan to review the lay of out the lots should be available for view at the next meeting.

(9) WASHINGTON STREET PROPERTY

A. Request from AIT to use the Elba parking lot to test equipment.

AIT would cut a ¼- to ½-inch groove, tape over, and seal the pavement to test their machinery. It was stated to Ms. Bailey to not move forward at this time.

B. Request for action regarding parking lot paving project.

Three bids were received. The scope of work was reviewed with Mr. Ralph Patterson and Mr. Coffman feels comfortable moving forward. There is a drain on the far side of Elba's that Mr. Coffman will take care of. Every indication is that this project will be completed in the current paving season, which is sometime before December. A grant to cover landscaping the islands is being researched. Mr. Messier moved, seconded by Mrs. Gardner, to award the contract to Patterson Brothers Paving Company in the amount of \$226,192.

Adopted Unanimously

(10) Other Business

A. Amend EDA By-Laws to allow for electronic meetings.

A special meeting was called June 19th but there were no rules in the by-laws to meet electronically. Mr. Messier moved, seconded by Ms. Milton, to take what is presented in the By-Laws, less section II, and table/post it for thirty days, to be discussed at the next meeting.

Voting no: Mr. Walton

A motion was made by Mr. Braud, seconded 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. Braud, seconded by Mr. Wells, to come out of the closed session.

Adjourned 7:13 p.m.

James T. Robertson Jr.
Chairman

9-07-23 pambry
Secretary