

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**January 22, 2009**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, January 22, 2009, at 3:00 p.m. in the Council Room of the Wytheville Municipal Building located at 150 East Monroe Street, Wytheville, Virginia.

**MEMBERS PRESENT**

William Snyder, Vice-Chairman	Linda DiYorio
Tom Jones	David Elmore
Dana Pack	Jennifer Jones

**MEMBERS ABSENT**

Foy Patton

**EX-OFFICIO MEMBERS PRESENT**

None

**EX-OFFICIO MEMBERS ABSENT**

R. Cellell Dalton, Wythe County Administrator  
Raymond E. Matney, Rural Retreat Town Manager  
C. Wayne Sutherland, Jr., Wytheville Town Manager

**DETERMINATION OF QUORUM**

Vice-Chairman Snyder called the meeting to order and determined a quorum to be present. Patrick Burton offered the invocation, and Vice-Chairman Snyder led the Pledge of Allegiance.

**CITIZENS' TIME**

Vice-Chairman Snyder welcomed Wythe "Bucky" Sharitz who was in the audience. Vice-Chairman Snyder asked if there were any persons present who wished to address the board during citizens' time. There being none, Vice-Chairman Snyder proceeded with the meeting.

## **APPROVAL OF MINUTES—December 18, 2008, meeting**

Mr. Elmore made a motion, seconded by Mr. Pack, to adopt the minutes as presented. The motion passed unanimously.

## **APPROVAL OF INVOICES**

Mr. Pack asked about check #5786. Dr. Hawthorne explained that the check was for payment of the employer/employee contributions to the Health Savings Account. Ms. Jones inquired about check # 5797 to the Wythe County Technology Center. Dr. Hawthorne noted that it was for payment for lunch for focus group meetings for area schools that were conducted at the center. The check represented distribution of a donation received by the Joint IDA from a Wythe Manufacturing Council company who sponsored the event. Mr. Elmore made a motion, seconded by Mr. Jones, to approve the invoices. With no further discussion, the motion passed unanimously.

### **Joint IDA of Wythe County Check Register**

For the Period From December 18, 2008 through January 22, 2009

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Amount</b>
5774	1-22-09	Alan R. Hawthorne	4,278.96
5775	1-22-09	Patrick G. Burton	2,477.16
5776	1-22-09	Virginia M. Goodwin	1,504.08
5777	1-22-09	Appalachian Power Company	136.80
5778	1-22-09	Alan Hawthorne - Reimbursement	118.25
5779	1-22-09	Anthem Southeast Dental	100.72
5780	1-22-09	Anthem Blue Cross and Blueshield	1,544.35
5781	1-22-09	Chamber of Commerce	125.00
5782	1-22-09	D&D Trophies	420.00
5783	1-22-09	Embarq	134.04
5784	1-22-09	Wytheville Enterprise	36.00
5785	1-22-09	First Bank of Virginia	3,193.28
5786	1-22-09	Mellon Trust of New England	850.00
5787	1-22-09	Mount Rogers Development Partnership	2,299.91
5787V	1-22-09	Mount Rogers Development Partnership	-2,299.91
5788	1-22-09	Postmaster	70.00
5789	1-22-09	Principal Life Insurance Company	152.94
5790	1-22-09	Robert G. Moore	1,100.00
5791	1-22-09	Sprint PCS	81.48
5792	1-22-09	United States Treasury	280.00
5793	1-22-09	VA Dept. Of Taxation	524.06
5794	1-22-09	Virginia Employment Commission	4.73
5795	1-22-09	VA Economic Development Assoc.	300.00
5796	1-22-09	Bankcard Services	33.94
5797	1-22-09	Wythe County Technology Center	310.00
5798	1-22-09	Wytheville Office Supply	35.64
5799	1-22-09	Wytheville Meeting Center	100.00

5800	1-22-09	Xerox	346.46
5801	1-22-09	Smokey's Bar-B-Que	315.00
<b>Total</b>			<b>\$18,572.89</b>

## **OLD BUSINESS**

### **INDUSTRY TENURE AWARDS LUNCHEON REPORT**

Patrick Burton reported on the Industry Tenure Awards Luncheon held earlier in the day at the Wytheville Meeting Center. Mr. Burton thanked everyone involved in making the event a success. The keynote speaker, Hi Nicely, complimented the event and remarked that it was a pleasure to see the area businesses recognized. Mr. Elmore stated that he thought everything was done very nicely, but he would like to see more attend the ceremony. Dr. Hawthorne thanked Ginny and Patrick for their hard work on the event. Dr. Snyder added that he thought it was a good gesture to have the elected officials present intermingling with the industry/business owners and managers. A copy of the press release follows:

### **PRESS RELEASE**

#### **Joint IDA of Wythe County Presents Industry Tenure Awards**

WYTHEVILLE—The Joint Industrial Development Authority presented tenure awards (in five year intervals) for 2008-2009 to Wythe County industries. These awards were presented at a special luncheon held at the Wytheville Meeting Center on January 22, 2009. Hiawatha Nicely, member of the Virginia Workforce Council and past chairman of the New River - Mount Rogers Workforce Investment Board, was the keynote speaker. Wytheville Office Supply sponsored the luncheon.

The following companies received acknowledgment for their contributions to the community over extended periods of time for 2008: 5-year award—*Wytheville Metals*; 20-year award—*Creative Glass and Mirror*.

The following companies received acknowledgment for their contributions to the community over extended periods of time for 2009: 15-year award—*Dalton Enterprises, Electro-Finishing Services, J.J. Haines and Company, and R.H. Sheppard Company*; 20-year award—*Appalachian Hardwood and Dimension*; 25-year award—*Hutchinson Sealing Systems, S & W Fertilizer*; 35-year award—*Quadrant Engineering Plastic Products, Wythe Power Equipment Corp.*; 55-year award—*Southern States Wythe County Co-op*.

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## **STATEMENT OF ECONOMIC INTERESTS**

The Board was reminded about the January 15 deadline to submit their 2009 Statement of Economic Interest forms to their respective appointing jurisdictions. Ms. Goodwin stated that, to the best of her knowledge, all updated forms have been submitted.

## **ENTREPRENEUR EXPRESS WORKSHOP—APRIL 30, 2009**

Patrick Burton gave a brief update on the organizing meeting for the 2009 Entrepreneur Express Workshop to be held at the Wytheville Meeting Center on April 30. Staff representatives from the Southwest Regional Enterprise Center, Joint IDA, County of Bland, Wytheville-Wythe-Bland Chamber of Commerce, and the Town of Wytheville Tourism Department were in attendance to discuss the workshop. The staff will update the Board as planning for the event progresses.

## **ANNIVERSARY CELEBRATION EVENT UPDATE**

Vice-Chairman Snyder asked Jennifer Jones to fill the position on the Anniversary Celebration Event committee vacated by Joe Freeman. Ms. Jones cordially accepted.

Dr. Hawthorne discussed the status of planning for the event. Dr. Hawthorne was informed that, due to prior commitments, Governor Kaine will not be able to participate on June 6, 2009. There are also other events scheduled that present a conflict with the weekend before or after the June 6 date. Some of the local high school graduations and the beginning of Chautauquau.

The next scheduled meeting of the committee is January 26 at 3:00 PM in the Joint IDA office. The committee will need to discuss whether to continue with plans to hold a full-scale event. If their decision is to continue, the committee will need to decide whether to keep the June 6 date or choose another date. The Board will be updated on any developments at the next regular meeting in February.

## **OTHER**

None

## **NEW BUSINESS**

### **ELECTION OF BOARD VICE-CHAIRMAN**

Dr. Hawthorne explained that, according to Robert's Rules of Order, the vice-chairman would automatically fill the expired chairmanship term created by Mr. Freeman's retirement. He noted that ultimately it was the Board's decision whether Dr. Snyder, who is currently vice-chairman, would automatically fill the remainder of the chairmanship term and elect a vice-chairman only or to hold elections for both positions. Dr. Snyder stated that he would rather hold elections for both positions. With agreement from the Board, Dr. Snyder turned over control of the meeting to Dr. Hawthorne for the purpose of electing a chairman. Dr. Hawthorne called for nominations for chairman. Mr. Jones nominated Dr. Snyder. Mr. Elmore seconded the nomination. Mr. Elmore

made a motion, seconded by Mr. Jones, that nominations for chairman be closed. There being no other candidates, Dr. Snyder was elected chairman by acclamation.

Dr. Snyder assumed control of the meeting from Dr. Hawthorne and called for nominations for vice-chairman. Ms. DiYorio nominated Mr. Elmore. Mr. Jones seconded the nomination. Ms. DiYorio made a motion, seconded by Ms. Jones, that nominations for vice-chairman be closed. There being no other candidates, Mr. Elmore was elected vice-chairman by acclamation.

### **INDUSTRY APPRECIATION GOLF TOURNAMENT—MAY 14, 2009**

Chairman Snyder appointed Mr. Elmore to head the committee for the 2009 Industry Appreciation Golf Tournament. Ms. Jones was appointed to the committee and Chairman Snyder asked for volunteers to assist in whatever capacity they can as planning for the event progresses.

### **DRAFT RESOLUTION HONORING MR. JOE FREEMAN**

Chairman Snyder asked if there were any questions regarding the draft resolution honoring Joe Freeman. Mr. Pack made a motion, seconded by Ms. DiYorio, to accept the resolution as written. Without further discussion, the motion passed unanimously. Dr. Hawthorne stated that Mr. Freeman would be invited to the February meeting, at which time the resolution would be presented to him. A copy of the resolution follows:

#### **RESOLUTION**

**WHEREAS** Joseph W. Freeman served with diligence and integrity as a member of the Joint Industrial Development Authority from December 2000 to December 2008; and

**WHEREAS** Mr. Freeman served with distinction as Chairman of the Authority from December 2004 through December 2008; and

**WHEREAS**, as Chairman, Mr. Freeman facilitated the improvements to the 1210-acre Progress Park, a premier regional industrial park; and

**WHEREAS** Mr. Freeman is a tireless advocate for economic development in Wythe County and for the manufacturing community; and

**WHEREAS** under Mr. Freeman's leadership the Authority emphasized support of existing industries and helped secure expansion of numerous existing manufacturers; and

**WHEREAS** Mr. Freeman helped recruit several new industries, such as Gatorade, Amcor, and Lane Enterprises, to Wythe County; and

**WHEREAS** Mr. Freeman provided unwavering support, guidance, and encouragement to the staff of the Joint Industrial Development Authority:

**NOW, THEREFORE, BE IT RESOLVED** that the Joint Industrial Development Authority directors, through this resolution, express their esteem, respect, and gratitude to Joseph W. Freeman for his outstanding contributions to the Board and extend to him best wishes for success, health, and happiness.

## **2009 W-4'S**

Each Board member was provided a copy of the new W-4 for 2009 prior to the board meeting. Ms. Goodwin asked that each member fill out the form and return it to the Joint IDA office.

## **AMENDED AND RESTATED SECTION 125 CAFETERIA PLAN**

Dr. Hawthorne is currently working on the Section 125 Cafeteria Plan for the premium only health insurance coverage for Joint IDA employees. Effective January 1, 2009, new regulations went into effect regarding the plan. Dr. Hawthorne will present a draft to the Board at a later date. The plan does not have to be submitted to the IRS, it is a form to be kept on file in the Joint IDA office to be used for audit purposes only.

## **IVANHOE PROPERTY**

Dr. Hawthorne informed the Board that he had received inquiries regarding the sale of the Ivanhoe property owned by the Joint IDA. One inquiry was for agricultural use and the other for industrial purposes. Dr. Hawthorne asked the Board if they would like to accept offers for the sale of the property if a potential prospect were to make a serious offer. Dr. Snyder asked the Board if there was a consensus to accept inquiries and potentially negotiate to sell the property. The Board instructed staff to obtain additional information and bring the issue before the Board at a later date.

## **LOCAL INDUSTRY UPDATE**

Patrick Burton spoke to the Board regarding the status of the current local economy. There are some positives even though many industries and manufacturers are experiencing slower times. Two manufacturers have made significant capital investments during the past year. Many of the local industries he had spoken with seemed to be considering the needs of employees and their families. While some companies have had layoffs, many managers were working hard to adjust schedules to avoid mass layoffs and shutdowns.

## **FY 2009-2010 BUDGET PROCESS**

Dr. Hawthorne informed the Board that it is the time of year to submit budget requests to the jurisdictions. Dr. Hawthorne asked the Board to convene a committee to begin the process of developing the 2009-2010 budget. Dr. Snyder appointed the Executive Committee to serve as a budget committee as has been the practice in recent years.

## **PROJECT UPDATES**

Dr. Hawthorne updated the Board on current projects. He informed them that there had been no changes since his report in the December meeting. The projects mentioned are still active and he will continue to keep the Board aware of any developments or announcements that are made in the

future.

## **OTHER**

Sympathy Card - Congressman Boucher - The Board chose to send a sympathy card expressing their condolences to Congressman Boucher in the recent passing of his mother.

One-Stop - Mr. Pack asked about the status of the One-Stop facility. Dr. Hawthorne reported that the State of Virginia is moving forward with the facility, but Wythe County is no longer participating at this time with local agencies due budget uncertainties, and the Joint IDA has been dismissed from the responsibility of leasing. There will be a chance for the County to use part of the building if they choose to relocate at a later time.

Closed Session - Ms. DiYorio made a motion to enter into a closed session as permitted by Section 2.2-3711(a)(1) of the Virginia Freedom of Information Act, Code of Virginia to discuss personnel matters related to the executive director. The motion was seconded by Mr. Elmore, and passed unanimously. Ms. DiYorio moved that the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat certify that, in the closed meeting just concluded, nothing was discussed except the matter (1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. The motion was seconded by Mr. Pack, and passed.

The following roll call vote was required after the motion for certification:

AYES:	William Snyder	Tom Jones
	Dana Pack	Dave Elmore
	Linda DiYorio	Jennifer Jones

NAYS:       None

ABSENT DURING MEETING:	Foy Patton
ABSENT DURING VOTE:	Foy Patton

## **ADJOURN**

There being no other business, Dr. Snyder adjourned the meeting at 4:30 p.m.

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William F. Snyder, Chairman

Attest:

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Virginia Goodwin, Secretary