

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
February 24, 2011

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, February 24, 2011, 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 F. Snyder, Chairman
Linda DiYorio
Dana Pack

Dave Elmore, Vice Chairman
Tom Jones
Jennifer Atwell

MEMBERS ABSENT

Foy Patton

EX-OFFICIO MEMBERS PRESENT

None

EX-OFFICIO MEMBERS ABSENT

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

DETERMINATION OF QUORUM

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

CITIZENS' TIME

Chairman Snyder welcomed Bucky Sharitz to the meeting and asked if there were any persons present who would like to address the Board during citizens' time. There being none, Chairman Snyder proceeded with the meeting.

APPROVAL OF MINUTES—January 27, 2011

Chairman Snyder asked if there were any questions regarding the minutes of the January 27, 2011 meeting. There being none, Chairman Snyder asked for a motion to approve the January 2011 minutes as presented. Mr. Pack made a motion, seconded by Ms. DiYorio, to approve the minutes as presented. The motion passed unanimously.

APPROVAL OF INVOICES

Dr. Hawthorne explained that accounting errors were the reason for the voided checks to Branch Highways on the invoice list. He added that he had spoken with Chairman Snyder regarding the reimbursement of the Evatran quarterly invoices. As previously approved by the Board, rather than paying 95% of the invoice amount at the end of a quarter and then pay the remaining 5% after receiving payment from the Tobacco Indemnification and Community Revitalization Commission (TICRC), it is the staff's recommendation that the 95% payment be made in the second month of the quarter and then the remaining 5% be paid once the funds are received from the TICRC. Dr. Hawthorne noted that the Board will have to approve this change.

Chairman Snyder asked if there were any further questions and whether there was a motion to approve the invoices from February 2011 as well as the adjustment of the Evatran quarterly payments. Mr. Pack made a motion, seconded by Ms. DiYorio, to approve the invoices and to adjust the timing of disbursements of Evatran's quarterly payment. With no further discussion, the motion passed unanimously. Mr. Elmore and Mr. Jones abstained.

Joint IDA of Wythe County

Check Register

For the Period From January 28, 2011 through February 24, 2011

Check #	Date	Payee	Amount
6291	2/24/11	Alan R. Hawthorne	4,574.32
6292	2/24/11	Patrick G. Burton	2,623.29
6293	2/24/11	Virginia M. Goodwin	1,673.69
6294	2/24/11	Appalachian Power	174.96
6295	2/24/11	Alan Hawthorne - Reimbursements	62.08
6296	2/24/11	Anthem Southeast Dental	84.66
6297	2/24/11	Anthem Blue Cross and Blue Shield	1,246.76
6298	2/24/11	Branch Highways, Inc.	.01
6298V	2/24/11	Branch Highways, Inc.	-.01
6299	2/24/11	Branch Highways, Inc.	507,573.36
6299V	2/24/11	Branch Highways, Inc.	-507,573.36
6300	2/24/11	CenturyLink	127.01
6301	2/24/11	Evatran, LLC	13,640.46
6302	2/24/11	Mellon Trust of New England	838.00
6303	2/24/11	The Mount Rogers Dev Partnership	6,899.76
6304	2/24/11	Principal Life Insurance Co.	161.24
6305	2/24/11	Robert G. Moore	1,100.00
6306	2/24/11	Sprint PCS	72.90

6307	2/24/11	Virginia Goodwin-Reimbursement	9.83
6308	2/24/11	Xerox	21.42
6309	2/24/11	Branch Highways, Inc.	507,573.37
Total			\$540,883.75

OLD BUSINESS

LOT 24 UPDATE

Dr. Hawthorne discussed the storm water management facility construction recommendations with the Board. He noted that the Appalachian Regional Commission (ARC) tentatively approved a \$500,000 grant to Wythe County to be used for infrastructure on Lot 24. Dr. Hawthorne added that during the original contract negotiations that the storm water management facility's cost had been over-estimated and over-designed. The design has been changed to accommodate 50% impervious cover on the site and the cost has been dropped to approximately \$700,000. These changes to the work order have been reviewed and approved by Cellell Dalton, Wythe County Administrator. Dr Hawthorne stated that the new work order changes would need to be adopted by Joint IDA Board.

Chairman Snyder asked if there were any questions or concerns regarding the changes to the design and cost of the storm water management facility and if there was a motion to approve the change order. Mr. Pack made a motion, seconded by Mr. Elmore, to accept the changes to the design and cost of the storm water management facility and to approve the change order. With no further discussion, the motion passed unanimously.

2011 INDUSTRY APPRECIATION GOLF TOURNAMENT—MAY 19, 2011

Mr. Elmore noted that the date for the tournament has been set for May 19, 2011. The office staff will be mailing the reception and hole sponsor letters in the following week. Mr. Elmore stated that he will be visiting the club to discuss pricing. He added that green fees costs have increased by \$1.00 per golfer and that food and beverage costs have also increased. Mr. Elmore believes that individual and team entry fees should remain the same, as in past years, at \$40.00 per individual and \$160.00 per team. Mr. Elmore suggested that the committee meet during the month of March to discuss the details of the tournament. He asked the committee members if they would be available to meet on March 18 at 10:00 a. m. The date and time was agreeable for the committee members.

AIRPORT COMMISSION/VSBFA LOAN

Dr. Hawthorne reported that the airport loan process is slowly progressing. He noted that the term of the Airport Commission's chairperson had expired and another had to be appointed prior to the completion of the loan agreement. The commission appointed a new chairman and the necessary documents were mailed to the Virginia Small Business Financing Authority (VSBFA). There were two adjustments that had to be made on two of the documents which will be completed and returned to the VSBFA. Dr. Hawthorne anticipates that the loan funds will be received within the next week.

OTHER

Mt. Rogers IDC - Patrick Burton noted that the tour of the Mt. Rogers IDC facility is scheduled prior to the Board meeting on March 24 at 2:00 p. m. Dr. Hawthorne added that if any Board member would like to leave their vehicle at the Municipal Office and ride with someone to the facility to please call the Joint IDA office prior to the tour.

Evatran - Dr. Hawthorne mentioned that today's visit to Evatran was a last minute opportunity for the Board to see the activities there prior to the shipment of their equipment to Google. He added that the developments at Evatran are exciting for the community. Dr. Hawthorne noted that any press releases regarding Evatran will be forwarded to the Board members as they are received.

NEW BUSINESS

2011-2012 BUDGET

The proposed FY 2011-2012 budget was distributed to the Board members prior to the meeting. Dr. Hawthorne discussed the addition of Patrick Burton's participation in the Economic Development Institute training program at a cost of \$2750 which is associated with travel and expenses. There has been a small increase added to each jurisdiction's expense to assist with this item. Dr. Snyder asked if the overall increase for the year was 2.44%. Dr. Hawthorne responded that 2.44% was the amount of the increase for 2011-2012. Chairman Snyder asked if there were any further questions or concerns regarding the FY 2011-2012 budget and if there was a motion to approve the proposed budget as presented. Mr. Elmore made a motion, seconded by Ms. DiYorio, to approve the FY 2011-2012 budget as presented. With no further discussion, the motion passed unanimously.

Dr. Hawthorne noted that an item of uncertainty during the last meeting, involved the management agreement between Crossroads Regional Industrial Facility Authority (CRIFA) and the Joint IDA. CRIFA held a meeting on February 18 and voted to continue the management agreement with the Joint IDA and to pay management fees of \$50,000 per year. Dr. Hawthorne added that the proposed budget will be forwarded to the jurisdictions for review and approval.

QUARTERLY NEWSLETTER

The Board members received a copy of the quarterly newsletter prior to the meeting. Dr. Hawthorne spoke briefly regarding the items highlighted in the newsletter. He noted items related to the Virginia Jobs Investment Program, the Industry Tenure Awards ceremony, and the golf tournament. Dr. Hawthorne noted that an item on the Revolving Loan Fund (RLF) was included and that the staff had recently mailed letters highlighting the fund to the local banks in our area. He added that Mike Forrest, Business Counselor with the Southwest Regional Enterprise Center, had been working with some entrepreneurs that may seek to utilize some of the funds.

PROJECT UPDATES

Ms. DiYorio made a motion to enter into a closed session as permitted by Section 2.2-3711(a)(5) of the Virginia Freedom of Information Act, Code of Virginia to discuss unannounced projects.

The motion was seconded by Mr. Jones, and passed unanimously. Ms. DiYorio made a motion, and Mr. Pack, seconded, to reconvene in an open session. The motion 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 Ms. Atwell, and passed.

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certificate by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat.

Motion was passed with the following roll call vote:

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

NAYS: None

ABSENT DURING MEETING: Foy Patton

ABSENT DURING VOTE: Foy Patton

OTHER

Former aCorridor Executive Director - Dr. Hawthorne shared with the Board that, Jerry Brown, former Executive Director of Virginia's aCorridor, had passed away on February 6 after battling a long illness.

Jeff Anderson, President/CEO VEDP - Dr. Hawthorne reported that Jeff Anderson had resigned his position of President/CEO of the Virginia Economic Development Partnership (VEDP). He mentioned that Hugh Keogh, former Virginia Chamber of Commerce President/CEO, will be

chairing a recruiting committee that is looking to fill the position. The Virginia Economic Developers Association has been asked to assist with recommendations. Dr. Hawthorne stated that VEDP hopes to have the position filled by the end of summer 2011.

aCorridor Board Meeting - Dr. Hawthorne spoke briefly about the aCorridor Board meeting that was held in Wytheville on March 24 and noted that he and Patrick Burton attended the meeting. Mary Rae Carter, Virginia's Deputy Secretary of Commerce and Trade for Rural Economic Development spoke to the Board. She was enthusiastic about Southwest Virginia and Progress Park, and the assets that Wythe County offers.

Harvard Study - Chairman Snyder suggested that each Board member read the Harvard Study that Dr. Hawthorne had emailed to them. He stated that the article confirms the direction that the Joint IDA was heading in regards to education and preparing the workforce. He noted that recommending pathways instead of specific jobs would prepare individuals for broader areas of employment. Chairman Snyder stated that the article was interesting in that it supported the position that the Joint IDA had taken.

Workforce Investment Board job information - Mr. Elmore shared information regarding the Workforce Investment Board's new job information footprint with the Board. He stated that the footprint shows every occupation in the area, how many new jobs will be available, and what occupations are most needed in our area. Mr. Elmore has a more detailed digital copy that he would like to share with the Board and he suggested that he could do a presentation on the information at the next Board meeting if the Board so agreed. Dr. Hawthorne stated that this would be a good presentation for the Board to see, but asked Mr. Elmore if he would be available to present the information at the April board meeting because a speaker had already been scheduled for the March meeting. Mr. Elmore agreed and the Board concurred. Ms. Atwell asked if a visit to Klockner Pentaplast was still being planned prior to the April board meeting. Dr. Hawthorne stated that he would pursue that.

Ivanhoe property - Mr. Jones asked if there had been any finalization on the sale of the Ivanhoe property. Patrick Burton answered that, to-date, there has been no indication of movement from the potential buyer.

ADJOURN

There being no other business, Chairman Snyder adjourned the meeting at 4:15 p. m.

William F. Snyder, Chairman

Attest:

Virginia M. Goodwin, Secretary