

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
February 24, 2022

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, February 24, 2022, at 3:00 p.m., in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Wes Mabe, Vice Chairman
Dicky Morgan
Michael Cole
Jeff Lucas

MEMBERS ABSENT

David Kause, Chairman
David Carpenter, Treasurer
Matt Clarke

EX-OFFICIO MEMBERS PRESENT

Brian Freeman, Wytheville Town Manager

EX-OFFICIO MEMBERS ABSENT

Stephen Bear, Wythe County Administrator
Jason Childers, Rural Retreat Town Manager

JOINT IDA STAFF PRESENT

David Manley, Executive Director
John Matthews, Deputy Director
Jessica DeHart, Administrative Assistant

JOINT IDA STAFF ABSENT

None

DETERMINATION OF QUORUM

Vice Chairman Mabe called the meeting to order and determined a quorum to be present. He then offered the invocation and led the Pledge of Allegiance.

CITIZENS' TIME

Vice Chairman Mabe welcomed Dr. Beth Taylor, Mayor, Town of Wytheville, Brian Freeman, Town Manager, Town of Wytheville, Cathy Pattison, Vice-Mayor, Town of Wytheville, and Jennifer Atwell, Wytheville-Wythe-Bland Chamber of Commerce Executive Director. Vice Chairman Mabe asked if anyone would like to address the Board. There being none, Vice Chairman Mabe continued with the meeting.

APPROVAL OF MINUTES— January 27th, 2022

Vice Chairman Mabe asked if there were any questions or concerns regarding the minutes from January 27, 2022. There being none, he asked for a motion to approve the minutes as presented. Mr. Morgan made the motion, which was seconded by Mr. Lucas. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Vice Chairman Mabe entertained a motion to approve the financial statements for January 28th, 2022, through February 24th, 2022, as presented. Mr. Cole made the motion to approve the financial statements as presented, which was seconded by Mr. Morgan. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
January 28, 2022, through February 24, 2022**

Check #	Date	Payee	Amount
EFT	02/24/22	Xerox Corporation	\$ 22.32
EFT	02/24/22	CenturyLink	\$ 169.46
EFT	02/24/22	Robert G. Moore	\$ 1,100.00
EFT	02/24/22	Verizon	\$ 55.65
EFT	02/24/22	Appalachian Power Company	\$ 236.72
EFT	02/24/22	First Bank- Master Card	\$ 1,693.78
7957	02/24/22	Town of Wytheville	\$ 21,709.66
7958	02/24/22	Cowan Perry PC	\$ 5,662.00
Total			\$ 30,649.59

STAFF ACTIVITY REPORTS

STAFF REPORT – DEPUTY DIRECTOR

Activity

Business Solutions Unit- (Chair)

Job Fair

Workforce Marketing

Gatorade Frontline Career Development program

Continued work with Blue Star and STS

Properties- Property Search

Property Owners

Database Update

Small Business Assistance

Strategic Planning

Unnamed Projects

Virginia Economic Development Association's (VEDA) impactED (training), Public Policy Network – Co-Chair, Board of Directors Meeting, Business Retention and Expansion Special Interest Group

Virginia Tech Transportation Project – Build Back Better funding to support commercial transportation technology, and develop support system for Southwest Virginia clusters

Website

Wytheville-Wythe-Bland Chamber of Commerce- Education Committee
Real Estate Search

STAFF REPORT – EXECUTIVE DIRECTOR

Business Activity

- Limited prospect activity. One site visit. One new RFI.
- Large, graded sites are needed to remain competitive. Investigations underway for developing site development plan. New funding available in coming FY if the budget doesn't change.
- With current activity on existing/new projects our capacity is limited for new major project interest/work.

Noteworthy Activities

- Worked with Treasurer David Carpenter to develop funding request for localities. Draft circulated to board members earlier this week.
- Visited Richmond last week for meetings with public policy partners. Occasion was VEDA Day at General Assembly
 - Met with legislators including Del. Jeff Campbell (Smyth), Del. David Reid (Loudoun), Sen. Frank Ruff (Mecklenburg), Sen. Dave Marsden (Fairfax), Del. Danny Marshall (Danville), chief of staff to Sen. Saslaw (Fairfax). Spoke less formally with others including Sen. Pillion, Del. Kilgore, Sen. Stanley.
 - Other partner meetings including Hunton Andrews Kurth legislative team, external affairs team @ VEDP, other colleagues.

- Responding to numerous inquiries on Blue Star project
- Extensive activities related to STS and Blue Star projects
 - Leadership and technical meetings, infrastructure expansion support, finalization of both performance agreements.
- VEDA activities including leading webinars, panels, public policy meetings, etc.
- Developing new application to Tobacco Commission for funding infrastructure for Lot 24
- Interviews w/ Virginia Business, Wytheville Enterprise

PROJECT BRIEFING

STS GROUP

Mr. Manley reported a special meeting may need to be called in early March to approve various performance agreements with both STS Group and Blue Star. The finalization of loan documents for STS Group will be completed shortly between the JIDA and the company. He also stated that the developer has 30% of the design complete, the surveying is complete, core-drilling and geotechnical investigation has been in the process, as well as being on their final contract term negotiations.

BLUE STAR

Mr. Manley stated the JIDA is in constant contact with the managing and engineering team for Blue Star. He mentioned more equipment has been moved on to Lot 24, and the performance agreement is in its final stages.

OTHER

None

OLD OR ONGOING BUSINESS

TENURE AWARDS

Mr. Manley asked the board if April would be a good time for the tenure awards, and they agreed. The last two years have been canceled due to Covid-19, so the JIDA will need to decide the structure on whether the past two year's awards should be included with this year's awards.

LOAN UPDATES

Mr. Manley mentioned that all active loans are current and up to date with Matthew Scott Martin of Fire Protection Services having paid off the remainder of his Revolving Loan Fund loan this month that originated on May 13th, 2015, for \$25,000.

STRATEGIC PLANNING UPDATE

Mr. Manley mentioned confidential, independent interviews are still underway continuing throughout March for the strategic plan.

OTHER

None

NEW BUSINESS

FY 22-23 BUDGET SUBMISSION

Mr. Manley stated he and the Treasurer, Mr. Carpenter, met to come up with a final proposed budget that was due to the county on Friday, February 18 where it will also be submitted to the Town of Wytheville and the Town of Rural Retreat this week. He mentioned that there were some increases on a few line items where the expenses have increased throughout the year. The budget will be adopted in May or June by the Joint IDA Board before the end of the fiscal year and once allocations by the localities are determined.

Closed Session as permitted by Code of Virginia §2.2-3711(A)(3) [Acquisition and Disposition of Real Property], §2.2-3711(A)(5) [Discussion of Unannounced Project] and §2.2-3711(A)(29) [Terms of Contract Involving the Expenditure of Public Funds] as covered in the Code of Virginia section §2.2-3706.6.3.

Mr. Lucas moved that the Board of Directors of the Joint IDA of Wythe County enter closed session as permitted by the CODE OF VIRGINIA §2.2-3711(A)(3) [Acquisition and Disposition of Real Property], §2.2-3711(A)(5) [Discussion of Unannounced Project], and §2.2-3711(A)(29) [Terms of Contract Involving the Expenditure of Public Funds] as covered in the Code of Virginia section §2.2-3705.6.3.

The motion was seconded by Mr. Morgan.

Roll Call Vote:

Yea – Wes Mabe
Dicky Morgan
Michael Cole
Jeff Lucas

Nay – None

Absent during vote: David Kause, Chairman
David Carpenter
Matt Clarke

The board entered a closed session discussion at 3:42 PM.

Chairman Kause entered the meeting during closed session.

At 4:19 PM, Mr. Lucas then moved that the Board of Directors of the Joint IDA of Wythe County re-enter open session and that the board further certifies that the only matters discussed in closed session were matters permitted and identified.

The motion was seconded by Mr. Morgan.

Roll Call Vote:

Yea – Wes Mabe
Dicky Morgan
Michael Cole
Jeff Lucas
David Kause

Nay – None

Absent during vote: David Carpenter
Matt Clarke

Mr. Manley mentioned the March 24 board meeting occurs during the VEDA Spring Conference. If a special meeting is called in early March to discuss and approve various project agreements, the March 24 meeting may need to be dispensed of or moved.

ADJOURNMENT

There being no other business, Vice Chairman Mabe entertained a motion to adjourn. Mr. Morgan made the motion, which was seconded by Mr. Cole. Vice Chairman Mabe adjourned the meeting at 4:21 PM.

Wes Mabe, Vice Chairman

Attest:

Jessica E. DeHart, Secretary