

March 24, 2005

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, March 24, 2005, at 3:00 p.m. in the Council Room of the Wytheville Municipal Building, 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Joseph W. Freeman, Chairman William F. Snyder, Vice Chairman
George T. Johnstone, Treasurer David L. Elmore
Danny B. Gordon

MEMBERS ABSENT

Robert J. Ayers
Gerald L. Brewer

EX-OFFICIO MEMBERS PRESENT

C. Wayne Sutherland, Jr., Wytheville Town Manager

EX-OFFICIO MEMBERS ABSENT

R. Cellell Dalton, Wythe County Administrator
Raymond E. Matney, Rural Retreat Town Manager

DETERMINATION OF QUORUM

Mr. Freeman called the meeting to order and determined a quorum to be present. Mr. Gordon offered the invocation, and Mr. Freeman led the Pledge of Allegiance.

CITIZENS' TIME

Mr. Freeman asked if there were any persons present who wished to address the board during citizen's time. There being none, he proceeded with the agenda.

APPROVAL OF MINUTES - February 24, 2005

Dr. Snyder made motion, and Mr. Elmore seconded, that the minutes be accepted as presented. The motion passed with the following voting in favor: Mr. Elmore, Mr. Freeman, Mr. Johnstone, and Dr. Snyder. Mr. Gordon abstained on the grounds that he was not present at the February 24, 2005, meeting.

APPROVAL OF INVOICES

Mr. Gordon asked about check # 1033 for \$783.00. Ms. Pack explained that the sum is a total of two checks paid to Tom Hodges for legal fees in the Wythe Precision Machine case. The fees should have been paid from the Joint IDA Revolving Loan Fund checking account. Check # 1033 is a reimbursement check written from the Joint IDA Revolving Loan Fund checking account to the Joint IDA regular checking account. Mr. Gordon also asked if the Xerox check was for a monthly charge, and Ms. Pack replied that it is. She also explained that there were two sets of checks for payroll taxes. Check # 4533, to First Bank of Virginia, and check # 4535, to the Virginia Department of Taxation, were for February payroll taxes. Check # 4563, to First Bank of Virginia, and check # 4565, to the Virginia Department of Taxation, are for March payroll taxes. The payroll taxes are due the middle of the following month for which they incur. Since the Joint IDA only has one regularly scheduled meeting per month now, an officer of the board would have to stop by the office to sign the payroll tax checks mid-month. The staff will now submit payroll tax payment checks for signatures for the current month at the monthly Joint IDA board meeting, but will not submit the tax checks until their due date the following month. Mr. Gordon moved, and Dr. Snyder seconded, that the invoices be approved as presented. The motion passed unanimously.

Joint IDA of Wythe County Check Register

For the Period From Mar 1, 2005 to Mar 31, 2005

Filter Criteria includes: Report order is by Check Number.

Check	Date	Payee	Amount
1033	3/8/05	Joint IDA of Wythe County	783.00
4532	3/4/05	Local Govt Investment Pool	30,000.00
4533	3/8/05	First Bank of Virginia	2,656.97
4534	3/8/05	U S Cellular	32.06
4535	3/8/05	VA Dept Of Taxation	421.56
4536	3/24/05	American Electric Power	97.18
4537	3/24/05	Alan Hawthorne - Reimbursement	153.50
4538	3/24/05	Angela D. Pack	27.54
4539	3/24/05	Anthem Blue Cross and Blue Shield	1,296.24
4540	3/24/05	Companion Life Insurance Co	66.64
4541	3/24/05	Fort Dearborn Life Ins Co	26.85
4542	3/24/05	The Mount Rogers Dev Partnersh	2,299.91
4543	3/24/05	Mike Webb-Reimbursement	369.25
4544	3/24/05	PC SOS, Inc.	120.00
4545	3/24/05	Robert G. Moore	1,100.00
4546	3/24/05	Southern Economic Dev Council	200.00
4547	3/24/05	Sprint	121.51
4548	3/24/05	Sprint	10.06
4549	3/24/05	Anthem Dental	91.80
4550	3/24/05	Bankcard Services	418.44
4551	3/24/05	Wytheville Office Supply	41.46

4552	3/24/05	Xerox	267.86
4553	3/24/05	Alan R. Hawthorne	3,474.83
4554	3/24/05	Angela D. Pack	1,631.34
4555	3/24/05	David L. Elmore	207.79
4556	3/24/05	Daniel B. Gordon	207.79
4557	3/24/05	Gerald L. Brewer	207.79
4558	3/24/05	George T. Johnstone	207.79
4559	3/24/05	Joseph W. Freeman	207.79
4560	3/24/05	Michael B. Webb	1,974.76
4561	3/24/05	Robert J. Ayers	207.79
4562	3/24/05	William F. Snyder	207.79
4563	3/24/05	First Bank of Virginia	2,897.91
4564	3/24/05	JIDA Petty Cash	80.56
4565	3/24/05	VA Dept Of Taxation	421.56
4566	3/24/05	VA Economic Dev Assoc.	130.00
Total			\$ 52,667.32

OLD BUSINESS

IVANHOE INDUSTRIAL PARK SUBDIVISION AND REQUEST FOR BIDS

Mr. Webb informed the board that the Wythe County Planning Commission approved the subdivision request and the plats are now recorded in the courthouse. He noted that the Request for Bids (RFB) has been released. The information is available on the Joint IDA website, and ads for the RFB have been ordered in several area newspapers to run the week of March 25, 2005.

FAIRVIEW INDUSTRIAL PARK COVENANTS EXPIRATION

Mr. Freeman explained that the Joint IDA's authority in the Fairview Industrial Park ends in July 2006. A few years ago, the Joint IDA met with the property owners to discuss the status of the park covenants. Some landowners expressed an interest in a land owners association to be in effect when the covenants expire. Mr. Freeman noted that Bob Fowlkes agreed to contact landowners about current interest in the matter. This will be an effort of and by the land owners, but will be supported by the Joint IDA. Dr. Snyder asked what would happen if one property owner holds out and does not want to join the land owners association. Mr. Freeman explained that this is why the Joint IDA wants to begin this process a year early because legal opinions may be needed. Mr. Elmore asked if all the owners have written copies of the covenants. Mr. Freeman stated that everyone who has ever purchased property has signed onto the original covenants. He also stated that Mr. Fowlkes would contact neighboring industries outside the park to see if they wish to join the association.

FAIRVIEW INDUSTRIAL PARK PAVING COMPLIANCE UPDATE

Mr. Webb reminded the board that there were three lots that were in noncompliance with the paving requirement of the Fairview Industrial Park covenants last year. Joint IDA legal counsel, Tom Hodges, earlier advised that the Joint IDA delay seeking a court opinion on enforcement of

the covenants until Fairview Land Company paved its lot. Mr. Webb explained that the Fairview Land Company has now paved its lot. Consensus of the board was for staff to instruct Mr. Hodges to proceed with obtaining the court opinion.

REPORT ON VIRTUAL BUILDING STATUS

At Dr. Hawthorne's request, this item was deferred and was discussed later in the meeting under "Joint IDA Website Report".

REPORT FROM GOLF TOURNAMENT COMMITTEE

Mr. Webb stated that about 150 invitations to play in the tournament and about 25 requests for hole sponsorship have been mailed.

ENTERPRISE ZONE LEGISLATION STATUS

Dr. Hawthorne explained that he participated in a zone administrators briefing and input session at which the state carefully explained the new enterprise zone legislation. Dr. Hawthorne highlighted changes between the old program and the new program.

JOINT IDA SUMMER INTERN

Mr. Webb reported that Elizabeth Webb needed more paid hours than the Joint IDA was in a position to offer for a summer internship. He stated that Ms. Webb's department chair, Dr. Larkin Dudley, is working to identify other sources of funding. He noted that the Joint IDA applied for a grant from the Virginia's Opportunity Region for website update, and that if the Joint IDA receives the grant, it could provide Ms. Webb with paid hours working on data collection for the website. He stated that he would follow up with Ms. Webb on the matter. Mr. Freeman asked when the grant winners will be announced, and Dr. Hawthorne replied that it is to be announced on March 30, 2005.

OTHER

Dr. Hawthorne noted that he and Mr. Johnstone are working to draft a letter to the property owners adjacent to the Joint IDA's right-of-way in the rear of Fairview Industrial Park. Dr. Hawthorne stated that the Joint IDA has recently received confirmation that the 40-foot existing right-of-way is grandfathered in and it would serve for property access. Dr. Hawthorne explained that he felt the board would prefer to offer the property owners the opportunity to exchange land for a 50-foot right-of-way that would keep traffic further away from their homes.

Dr. Hawthorne discussed the outstanding USDA Rural Development Rural Business Enterprise Grant (RBEG) and Appalachian Regional Commission (ARC) grant for Ivanhoe Industrial Park. He reminded the board that there was a \$15,000 RBEG grant made in 1978 to demolish the old carbide building, to perform associated site work, and to upgrade the road. The RBEG must be repaid upon sale of the land. Dr. Hawthorne noted he was in contact with the Carroll County IDA and suggests that both IDAs split the responsibility to repay the grant equally among themselves.

This means both IDAs would pay \$7,500 each. Rural Development states that the \$20,000 ARC grant made concurrent with the RBEG as part of the same project would need to be repaid. Dr. Hawthorne noted that he and Mr. Craig Teller, Carroll County Administrator, believe both IDAs should closeout the RBEG even if they wish to contest the ARC repayment. He noted that ARC money traditionally does not require repayment. Mr. Gordon inquired if the funds for the Joint IDA's \$7,500 liability with the RBEG would come from the revenue obtained when the land was split between the Joint IDA and the Carroll County IDA. Dr. Hawthorne replied that would be his recommendation. Dr. Snyder moved that the board instruct the Executive Director to continue to negotiate the settlement of these grants. Mr. Johnstone seconded the motion. Mr. Gordon stated that the Joint IDA was not attaching a dollar amount to the resolution, so only a consensus was needed. The motion passed with the following results: Mr. Elmore, Mr. Freeman, Mr. Johnstone, and Dr. Snyder voting in favor, and Mr. Gordon voting against.

Mr. Webb updated the board on the draft Joint IDA budget presentation to the Board of Supervisors budget committee. Dr. Hawthorne stated that there were a couple of items that came up for discussion at the presentation and that he would prepare responses for the next Joint IDA board meeting.

NEW BUSINESS

SEDC EXISTING INDUSTRIES SYMPOSIUM

Mr. Webb shared highlights of the Southern Economic Development Council seminar he attended in Atlanta on March 9-11, 2005. He explained that the seminar was about growing new jobs through business retention and entrepreneurship. He explained how the speaker identified the evolution of business retention practices over the years. The speaker recommended visiting corporate headquarters as part of retention activities. Dr. Hawthorne added that the Joint IDA is applying jointly with Smyth County for a grant from the Virginia's Opportunity Region for marketing. This grant, if awarded, could be used for corporate headquarter visits. Mr. Webb concluded by explaining that economic developers can be of assistance to entrepreneurs primarily through identifying resources such as loan funds.

CHAMPION SEMINAR

Ms. Pack gave a summary of the CHAMPION (Commonwealth's Healthy Approach and Mobilization Plan for Inactivity, Obesity, and Nutrition) seminar held in Wytheville on March 9-10, 2005. Dr. Hawthorne stated that a short presentation will be put together that can be used as information for our local industries and suggested that it be presented at an upcoming Wythe Manufacturing Council steering committee meeting.

JOINT IDA WEBSITE REPORT

Dr. Hawthorne explained that information for the Ivanhoe Industrial Park Request for Bids is located on the Joint IDA's website. He showed the board what materials about the virtual building are on the Joint IDA website. Dr. Hawthorne also provided statistics on the number of hits the Joint IDA website receives.

PROGRESS PARK ENTRANCE FLAGS REPORT

Mr. Webb stated that the Board of Supervisors considered this issue and referred it to the industrial sites committee. Dr. Hawthorne stated that the Joint IDA is working with Wytheville Technologies, Inc., to have an employee volunteer to raise and lower the flags.

UPDATE ON VIRGINIA'S OPPORTUNITY REGION

Dr. Hawthorne stated the Virginia's Opportunity Region solicited applications for \$10,000 marketing grants. The Joint IDA and Smyth County's Economic Development Office jointly applied for a grant for each group to upgrade their websites. The application was submitted last week, and a decision will be made on March 30, 2005. If the application is successful, the Joint IDA will have \$5,000 to apply toward website upgrades.

PROJECT UPDATES

Mr. Gordon made a motion to enter into 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. Motion was seconded by Dr. Snyder and passed unanimously. Mr. Johnstone made motion, and Dr. Snyder seconded, to reconvene in open session. The motion passed unanimously. Mr. Elmore 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. Motion was seconded by Mr. Johnstone 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: Joe Freeman William Snyder
 George Johnstone David Elmore
 Danny Gordon

NAYS: None

ABSENT DURING MEETING: Robert Ayers, Gerald Brewer

ABSENT DURING VOTE: Robert Ayers, Gerald Brewer

ADJOURN

Mr. Freeman asked if there was any further business to come before the Authority. There being none, the meeting adjourned at 4:50 p.m.

Joseph W. Freeman, Chairman

ATTEST:

Angela D. Pack, Secretary