

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
April 22, 2021

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, April 22nd, 2021, at 3:00 p.m., in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

David Kause, Chairman
Wes Mabe, Vice Chairman
David Carpenter, Treasurer
Matthew Clarke
Jeff Lucas
Dicky Morgan

MEMBERS ABSENT

Michael Cole

EX-OFFICIO MEMBERS PRESENT

Steve Moore, Wytheville Town Manager
Stephen Bear, Wythe County Administrator

EX-OFFICIO MEMBERS ABSENT

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

Chairman Kause 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

Chairman Kause welcomed Dr. Beth Taylor, Mayor, Town of Wytheville, Steve Moore, Town Manager, Town of Wytheville, Stephen Bear, County Administrator, Wythe County, Matt Hankins, Assistant County Administrator, Wythe County, Cathy Pattison, Vice-Mayor, Town of Wytheville, and Jennifer Atwell, Wytheville-Wythe-Bland Chamber of Commerce Executive Director. Chairman Kause asked if anyone would like to address the Board.

Mr. Bear introduced Matt Hankins, Assistant County Administrator, to the Board who then spoke about Wythe County's Broadband initiative. Mr. Hankins explained that Wythe County used CARES Act funding to conduct a study on the quality of broadband service in the area. He noted the survey had an overwhelming response rate of 15% resulting in the understanding that a large portion of the community is being underserved. He also stated that the County put in a request for qualifications and proposals to find a provider to set up fixed wireless for the community as well as partnering in applying for state and federal funding. The deadline for selection is mid-June. Mr. Hankins answered the questions from the Board on the broadband topic. Chairman Kause thanked Mr. Hankins for taking the time to address the Board.

Mr. Moore left the meeting at 3:05 pm.

APPROVAL OF MINUTES—March 25, 2021

Chairman Kause asked if there were any questions or concerns regarding the minutes from March 25, 2021. There being none, he asked for a motion to approve the minutes as presented. Mr. Carpenter made the motion, which was seconded by Mr. Morgan. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Chairman Kause requested a motion to approve the financial statements for March 26th, 2021 through April 22nd, 2021. Mr. Morgan made the motion to approve the financial statements as presented, which was seconded by Mr. Clarke. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
March 26, 2021 through April 22, 2021**

Check #	Date	Payee	Amount
EFT	4/22/21	Xerox Corporation	\$ 58.00
EFT	4/22/21	Robert G. Moore	\$ 1,100.00
EFT	4/22/21	Appalachian Power Company	\$ 132.24
EFT	4/22/21	CenturyLink	\$ 166.56
EFT	4/22/21	First Bank- Master Card	\$ 1,662.93

7867	4/22/21	Cowan Perry PC	\$ 2,515.00
7868	4/22/21	Town of Wytheville	\$18,588.98
7869	4/22/21	John Matthews	\$ 57.66
7870	4/22/21	Joshua Neal	VOID
7871	4/22/21	Joshua Neal	\$ 60.00
7872	4/22/21	Impact Solutions, LLC	\$ 843.75
7873	4/22/21	Charles Nate Montgomery	\$ 90.00
Total			\$25,275.12

STAFF ACTIVITY REPORTS

STAFF REPORT – DEPUTY DIRECTOR

Activity

Annual Report
 Business Solutions Unit – Chair
 Coperion
 Department of Housing and Community Development (DHCD) – Joy Rumley
 Hutchinson
 Perkins Advisory Council – Wytheville Community College
 Perkins Advisory Council – Wythe County Public Schools
 Project Bow
 Project Flow
 Project Panel
 Project Silver
 Properties - Property Search
 Property Owners
 Database Update
 Small Business Assistance
 Tourism/Quality of Life Collaboration
 Virginia Economic Development Association’s (VEDA) Business Retention and Expansion Special Interest Group
 Virginia Tech Engineering Program Presentation Planning
 Website
 Workforce Center Certification Team
 Workshop Planning – GenEdge, CowanPerry, SBDC
 Workforce Transportation Survey
 Wytheville-Wythe-Bland Chamber of Commerce Real Estate Search

STAFF REPORTS – DIRECTOR

Executive Director’s Activity Highlights for period ending April 22nd, 2021

New or Expanding Business Activity

- **Responded to inquiries from**
 - VEDP
 - Prospects
 - VIAA
 - Small businesses and entrepreneurs
 - Developers
 - Contractors and Suppliers

- **Business Contacts and Meetings**
 - Stephen Bear, County Administrator
 - Josh Lewis, VIAA
 - Emily Flippo, VDACS
 - Jonathan Simmons, Impact Solutions
 - Jim Cowan, CowanPerry
 - Pandy Brazeau, VEDP
 - Michaela Martin, VEDP
 - Whitney Czelusniak, Appalachian Power
 - John Griffith, Appalachian Power
 - Connie Long, VEDA
 - Jennifer Atwell, WWB Chamber
 - Jane Orlin, Cushman & Wakefield
 - Ed Blevins, First Bank and Trust
 - Cindy Snider, Virginia Community Capital
 - Green Faircloth, Atmos Energy
 - Liz Povar, Riverlink Group
 - David Denny, Sanford Holshouser Economic Development Consulting
 - Jason Vaughn, Agracel
 - Jim McAlister, First Bank & Trust
 - Jim Grubbs, Skyline National Bank
 - Rosa Lee Jude and Shane Terry, Wytheville CVB
 - Brad Copenhaver, Dep. Secretary of Ag. And Forestry
 - Suzanne Clark, VEDP
 - Scott Bortz, Peed & Bortz
 - Eric Chapman, CowanPerry
 - Deborah Flippo, Draper Aden
 - Paul Bryan, Froehling & Robertson
 - Perry Hughes, WCC VP of Workforce
 - Christian Raiser, Coperion

Noteworthy or Other Activities

- Speaking engagements: Wytheville IDA, Wytheville Rotary, WWB Chamber Board, WYVE “Conversations Wythe...”
- Orientation meetings with STS US lead
- Strategic planning work

- Economic Development Committee – Wythe County Board of Supervisors
- Intern planning
- Prepare and submit RFI(s)
- Performance agreement drafting/negotiation
- Press release development
- Reviewed and edited minutes
- Reviewed financial reports
- Credit card reconciliation
- Project financing discussions
- Project related research
- Various web conferences
- VEDA Board, Special Interest Groups, Public Policy meetings
- Real estate committee with Chamber of Commerce
- Millwald Theatre board
- Among much more

UPCOMING:

- Next board meeting: May 27, 2021

OLD OR UNFINISHED BUSINESS

GOLF TOURNAMENT

Mr. Matthews mentioned the uncertainty of loosening Covid-19 restrictions in time for the regularly scheduled annual golf tournament and suggested that the tournament be pushed to September. Mr. Mabe said he would discuss the rescheduling with Don Goode at the Wytheville Golf Club for September or possibly October.

LOAN UPDATES

Concerning the Revolving Loan Fund, Mr. Manley stated there have been positive developments, but other matters needed to be discussed in closed session. Mr. Manley further explained that all borrowers for the Sustainability Loan are current or are paid ahead.

STRATEGIC PLANNING

Mr. Manley read a written update from David Denny, an economic development consultant at Sanford Holshouser Economic Development Consulting. Mr. Denny is one of the two consultants engaged in the strategic planning project with the Joint IDA. Mr. Denny said that they have received a large number of reports and materials for review causing a slight delay in the original schedule. The update continued saying they are well underway in analyzing the organization especially regarding relationships and synergies with other organizations with an anomaly they need to explore further in Phase II. Mr. Manley further read they have begun the comparative analysis between JIDA and five other similar economic development organizations across the Commonwealth, as well as beginning a project-based competitive analysis where they need to seek further information from the JIDA staff to complete this step. Lastly, Mr. Manley reads they will be soliciting input from

the JIDA in the first half of May to produce a preliminary report by the end of that month with Phase I being completed in June before the end of the fiscal year.

OTHER

None

NEW BUSINESS

STS GROUP ANNOUNCEMENT

Mr. Manley mentioned the STS Group announcement had finally been made, and that the JIDA received an immense amount of positive feedback. Mr. Manley noted that many businesses were reaching out with their goods and services for the benefit of the company and the project, but that any inquiries or information needed to be funneled through the JIDA to a contact person for STS. A discussion ensued concerning the media outlets that ran the announcement. Mr. Manley mentioned the JIDA will continue promoting the announcement on social media to garner more interest. Chairman Kause expressed his and shared the Board's excitement about the STS announcement.

2020 ANNUAL REPORT

Mr. Manley stated that Mr. Matthews has been working diligently for the past several weeks to produce the 2020 JIDA Annual Report. He noted the report was made in-house and is editable if there is anything that needs to be changed and then asked for consent from the Board to publish the JIDA's 2020 Annual Report. After a brief discussion about the distribution list of the report, Chairman Kause asked if there was a motion to approve the 2020 Annual Report for the Joint Industrial Development Authority. Mr. Morgan made the motion, which was seconded by Mr. Mabe. Upon no further discussion, the motion passed unanimously.

JOINT IDA SCHOLARSHIP CORRESPONDENCE

Mr. Manley said the JIDA had received a "thank you" letter from a student who had received a scholarship for his studies at Wytheville Community College. He went on to explain through JIDA's Wythe Manufacturing Council, the JIDA funds a scholarship annually for a WCC student planning to enter manufacturing. For the past few years, this has been funded solely by Mitsubishi Chemical Advanced Materials (formerly known as Quadrant Engineering Plastic Products). Mr. Manley mentioned that he has been in communication with Dr. Rhonda Catron Wood, Director of the Wytheville Community College Foundation, to revitalize and modernize the criteria for the scholarship to eliminate unnecessary barriers. He also stated as a goal he would like to have a more meaningful push behind the scholarship with the support of the Manufacturers Roundtable participants. Mr. Carpenter mentioned his company had contributed at one time to this scholarship in conjunction with other companies and was interested in learning if that money had already been awarded or endowed. Mr. Manley answered as it was explained to him, all money raised had already been given out and that scholarships were funded by gifts on an annual basis. He added that he would inquire further if information were available. Mr. Carpenter agreed with Mr. Manley on the amendments to the criteria that he mentioned, as well as the scholarship looking attractive to the companies wanting to locate in our area.

OTHER

None

Closed Session as permitted by Code of Virginia §2.2-3711(A)(3) [consideration of the acquisition or disposition of real property], §2.2-3711(A)(5) [unannounced prospective business including Projects Honeybee, Thin Foil, Flow, Silver], §2.2-3711(A)(7) [actual or probable litigation], and §2.2-3711(A)(39) [discussion of proprietary business information related to economic development]

Vice Chairman Mabe 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) [consideration of the acquisition or disposition of real property], §2.2-3711(A)(5) [unannounced prospective business including Projects Honeybee, Thin Foil, Flow, Silver], §2.2-3711(A)(7) [actual or probable litigation], and §2.2-3711(A)(39) [discussion of proprietary business information related to economic development]

The motion was seconded by Mr. Carpenter.

Roll Call Vote:

Yea – David Kause, Chairman
Wes Mabe
David Carpenter
Matthew Clarke
Jeff Lucas
Dicky Morgan

Nay – None

Absent during meeting: Michael Cole

The board entered a closed session discussion at 3:53 PM.

Mr. Moore entered the meeting.

At 4:59 PM, Mr. Mabe 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 – David Kause, Chairman
Wes Mabe
David Carpenter
Matthew Clarke
Jeff Lucas
Dicky Morgan

Nay – None

Absent during vote: Michael Cole

ADJOURN

There being no other business, Chairman Kause adjourned the meeting at 5:00 p.m.

David Kause, Chairman

Attest:

Jessica E. DeHart, Secretary