

**JOINT INDUSTRIAL DEVELOPMENT AUTHORITY**  
**Minutes of Meeting**  
**August 27, 2009**

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, August 27, 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, Chairman	Linda DiYorio
David Elmore, Vice Chairman	Foy Patton
Tom Jones	Jennifer Jones
Dana Pack	

**MEMBERS ABSENT**

None

**EX-OFFICIO MEMBERS PRESENT**

R. Cellell Dalton, Wythe County Administer

**EX-OFFICIO MEMBERS ABSENT**

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. Chairman Snyder offered the invocation, and Vice Chairman Elmore 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.

## **PRESENTATION - TOM ELLIOTT, EXECUTIVE DIRECTOR VIRGINIA'S ACORRIDOR UPDATE**

Tom Elliott, Executive Director of the Virginia's aCorridor, briefed the board on economic development activities in the aCorridor region. He told the Board that during 2008 there were eight announcements made with six being from existing industries that created 137 jobs and \$48M in capital investment. The other two were new industries to the region creating 165 jobs and \$8M in capital investment. He explained that 2008 was a difficult year for economic development and that our region had suffered the effects of the economic downturn the same as other regions in the state.

Mr. Elliott reported that there have been two significant announcements so far in 2009. Vaughan Bassett in Galax created 100 jobs with \$2.1M in capital investment and Columbus McKinnon in Washington County created 70 jobs with \$5M in capital investment.

Current activities include eight projects that Mr. Elliott refers to as "alive." These projects have a potential to create 1,164 jobs and \$1.7B in capital investments. Mr. Elliott added that economic development for our region is not bad, but has been worse. He mentioned that since October of 2008, four projects cancelled due to the economy. Two cancelled completely and two postponed indefinitely with hopes of coming back.

Mr. Elliott outlined his "Economic Development Perspective". He feels that:

- some projects will need to move forward
- when recovery does start to occur, projects that were placed on hold will be on an even further compressed timeline
- some states and localities are cutting back on their economic initiatives
- we need to continue to work on our readiness
  - active prospects
  - have sites that are ready to go with infrastructure that is in place and robust
  - look at ways to be more creative and aggressive with local incentives
  - work on improving websites and marketing materials
  - reexamine our target industries with an eye to alternative energy projects
  - continue to strengthen relationships with VEDP, site consultants, legislators, Tobacco Commission, etc.
  - make sure we're getting "stimulated" by the stimulus plan

Mr. Elliott thanked the Board for their continued support and active economic development efforts and mentioned that this Board is one of the strongest and most proactive in the region.

## **APPROVAL OF MINUTES—July 23, 2009, meeting**

Mr. Jones made a motion, seconded by Ms. DiYorio, to adopt the minutes. The motion passed unanimously.

## APPROVAL OF INVOICES

Mr. Pack 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 July 23, 2009 through August 28, 2009

Check #	Date	Payee	Amount
5923	8/27/09	Alan R. Hawthorne	4,165.83
5924	8/27/09	Patrick G. Burton	2,518.24
5925	8/27/09	Virginia M. Goodwin	1,536.60
5926	8/27/09	Appalachian Power Company	96.67
5927	8/27/09	Alan Hawthorne - Reimbursement	1,101.98
5928	8/27/09	Anthem Southeast Dental	81.78
5929	8/27/09	Anthem Blue Cross and Blue Shield	1,402.52
5930	8/27/09	Embarq	188.74
5931	8/27/09	Mellon Trust of New England, NA	850.00
5932	8/27/09	The Mount Rogers Dev Partnership	6,899.76
5933	8/27/09	Patrick Burton - Reimbursement	73.70
5934	8/27/09	Principal Life Insurance Co.	152.94
5935	8/27/09	Robert G. Moore	1,100.00
5936	8/27/09	Sprint PCS	82.03
5937	8/27/09	Bankcard Services	129.80
5938	8/27/09	Xerox	267.86
<b>Total</b>			<b>\$20,648.45</b>

## OLD BUSINESS

### LOT 24 UPDATE AND ACTIONS

Prior to the meeting copies of information regarding the development of Lot 24 in Progress Park were distributed to the Board members. Dr. Hawthorne discussed the Resolution authorizing the Joint IDA to apply for funds to assist with the development of Lot 24 from the Tobacco Indemnification and Community Revitalization Commission (TICRC). He explained that he had explored several funding scenarios, but had decided to apply for the TICRC grant because time is of essence. Awarding of grants will be done at the end of October. Dr. Hawthorne said that he had a productive meeting with some members of the TICRC staff and that our request will be brought before the full commission in early October. Dr. Snyder asked the Board if there were any questions, with there being none, he asked for a motion to approve the submission of the Resolution to the TICRC. Ms. DiYorio made a motion, seconded by Mr. Elmore to approve the Resolution authorizing submission of the application to the TICRC. With no further discussion, the motion passed unanimously.

The next item was discussion of the draft of the Request for Proposals (RFP) for design-build services for the Lot 24 project. Dr. Snyder asked if there were any questions regarding the RFP. Dr. Hawthorne asked that, if possible, the RFP should be approved during this meeting so that it could

be sent to consulting engineers and grading contractors prior to a tentatively planned September 3 pre-proposal conference. Dr. Snyder asked that the Board take a moment to look over the RFP and asked if there was a motion to approve. He mentioned that if there were any questions or concerns, the Board members should contact Dr. Hawthorne directly. Mr. Pack made a motion, seconded by Mr. Jones to approve the Request for Proposals. With no further discussion, the motion passed unanimously.

Dr. Hawthorne explained the proposal evaluation process to the Board. Dr. Snyder asked if there were any questions regarding the evaluation process and mentioned that this process adds objectivity and protects the Joint IDA from complaints and bias. Dr. Hawthorne asked Mr. Sharitz and Mr. Dalton if they had any comments regarding the project.

## **GOLF TOURNAMENT CLOSEOUT**

Mr. Elmore reported that the Joint IDA received its share of proceeds from the Wytheville-Wythe-Bland Chamber of Commerce for the joint Business Appreciation Golf Tournament.

Jennifer Jones asked the Board their thoughts on doing the joint tournament with the Chamber of Commerce in 2010. Mr. Elmore inquired as to when they would need to know. Ms. Jones said that budget planning for the Chamber will begin in October and that she did not need to know today. Mr. Elmore asked that he have an opportunity to speak with the tournament committee before a decision is made. Dr. Hawthorne added that he had received several positive and several negative comments regarding the joint tournament. Mr. Elmore asked that the golf tournament discussion be added to the September Board meeting agenda.

## **OTHER**

Commonwealth Manufacturing - In response to a question at the July Board meeting, Patrick Burton briefly summarized a meeting with the owners of Commonwealth Manufacturing and Commonwealth Recycling. Business at Commonwealth Manufacturing has declined and employees working there have been laid off. The layoffs are directly related to prior customers, Volvo and Freightliner, using overseas suppliers. The Good's are focused on building their recycling/composting business. Over the span of a few years, Commonwealth Recycling has increased its business customer base, growing from three to 63 businesses served in the Wytheville area. The company also handles materials from the Town of Wytheville's recycling center.

Dr. Hawthorne reported that he and Patrick have been visiting some manufacturers in the area. Several of the companies are beginning to see some improvement in business. He also noted that some economic indicators are improving and that the availability of credit has dramatically improved.

## **NEW BUSINESS**

### **AUDIT COMMITTEE REPORT**

Mr. Elmore gave a report on the audit committee meeting held on August 13. The committee reviewed and discussed the preliminary balance sheets and financial reports. He stated that everything looked to be in order as it had in previous years. The committee recommended moving forward with the audit.

## **AUDITOR COMMUNICATION TO BOARD**

Prior to the meeting, via email, each Board member received a copy of the letter from the auditor regarding performing the audit. This letter is standard procedure giving the Board information on what procedures are followed and what will be checked during their visit. Dr. Hawthorne mentioned that the on-site audit will be performed on September 10 and 11. Dr. Snyder asked for a motion to authorize the signature for approval of the engagement letter. Jennifer Jones made a motion, seconded by Ms. DiYorio, to authorize the signature to the engagement letter. With no further discussion, the motion passed unanimously.

## **UPDATE ON VDOT INDUSTRIAL ACCESS ROAD PROGRAM**

Patrick Burton updated the Board on the Virginia Department of Transportation's industrial access road program. He reported that the unmatched allocation per locality has increased from \$300,000 to \$500,000 and that there has been a reduction in the requirement for private capital outlays.

## **UPDATE ON LOT 1 GRADING PROJECT**

Dr. Hawthorne asked to have the Lot 1 grading project update deferred to the September meeting. He mentioned that the grading is being completed in the projected time period and that a large part of it is ready. He added that there has been a lot of interest and response from the community regarding the project and that the majority of citizens thought it was a good idea to do the work. He noted that he has heard several positive comments.

## **NEWSLETTER**

Dr. Hawthorne mentioned that the Summer 2009 Newsletter had been completed and was among the handouts to the Board members today.

## **PROJECT UPDATES**

Dr. Hawthorne reported that the Joint IDA continues to work on on-going projects. One project will have a return visit later in September. Another project is being re-evaluated, has received internal funding approval and will continue efforts to select a location for a facility.

Dr. Hawthorne will keep the Board apprised of any developments or announcements that are made in the future

## **OTHER**

Klockner visit - Dr. Hawthorne recently visited with Klockner Pentaplast executives in Gordonsville, VA. He reported that he had a good visit and is pleased with his relationship with them. He will be working with them on additional investments in the Rural Retreat facility in the future. The company is still open to exploring possibilities of pursuing cooperative efforts with the county related to unused company property adjacent to the Rural Retreat plant.

MRPDC - Dr. Hawthorne reminded the Board members about the Mount Rogers Planning District Commission's Joint Annual Fall Meeting and 40<sup>th</sup> Anniversary Dinner being held on Thursday, September 3 at 6:00 P. M. at the Wytheville Meeting Center. R.S.V.P.'s are to be returned no later than, Friday, August 28.

Office Improvements - Virginia Goodwin mentioned to the Board that there had been landscaping recently done at the office along with repairs to the door locks and a new sign had been installed over the door. She also told the Board that she had received her Notary Commission and would be available to provide notary services if anyone needed them.

**ADJOURN**

There being no other business, Chairman Snyder adjourned the meeting at 4:40 p. m.

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William Snyder, Chairman

Attest:

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Virginia M. Goodwin, Secretary