

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
October 22, 2009

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, October 22, 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
Tom Jones

Linda DiYorio
Jennifer Jones

MEMBERS ABSENT

Dave Elmore, Vice Chairman
Dana Pack
Foy Patton

EX-OFFICIO MEMBERS PRESENT

None

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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. Chairman Snyder offered the invocation, and led the Pledge of Allegiance.

CITIZENS' TIME

Chairman Snyder 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—September 24, 2009, meeting

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

APPROVAL OF INVOICES

Ms. DiYorio 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 September 25, 2009 through October 22, 2009

Check #	Date	Payee	Amount
5962	10/22/09	Alan R. Hawthorne	\$4,165.83
5963	10/22/09	Patrick G. Burton	2,518.24
5964	10/22/09	Virginia M. Goodwin	1,536.60
5965	10/22/09	Appalachian Power	90.00
5966	10/22/09	Alan Hawthorne - Reimbursement	273.05
5967	10/22/09	Anthem Southeast Dental	81.78
5968	10/22/09	Anthem Blue Cross and Blue Shield	1,402.52
5969	10/22/09	Embarq	181.08
5970	10/22/09	Mellon Trust of New England	850.00
5971	10/22/09	Principal Life Insurance Co.	152.94
5972	10/22/09	Robert G. Moore	1,100.00
5973	10/22/09	Sprint PCS	81.96
5974	10/22/09	Virginia Goodwin - Reimbursement	16.42
5975	10/22/09	Xerox	330.73
5976	10/22/09	Chamber of Commerce	550.00
Total			\$13,281.15

OLD BUSINESS

LOT 24 RFP PROPOSALS

Dr. Hawthorne reported that four proposals were received by the deadline of close of business Friday, October 16. The proposals were evaluated by committee members William Snyder, Chairman Joint IDA, Cellell Dalton, Wythe County Administrator, Dr. Hawthorne, Director Joint IDA, Danny McDaniel, Wythe County Board of Supervisors and Bucky Sharitz, Chairman Wythe County Board of Supervisors on Monday, October 19. The Committee determined that three of the proposals met minimum requirements and were of sufficient quality to warrant additional evaluation. The evaluation committee met with each proposing team individually to explore options

and discuss modifications. The committee is continuing to evaluate information from the proposing teams. Dr. Hawthorne stated that the proposals seemed to be technically sound and are priced in the approximate range that was anticipated. Dr. Hawthorne asked Chairman Snyder if he would like to share any other information with the Board. Dr. Snyder asked that each Board member review the draft letter addressed to Cellell Dalton, County Administrator, and the Wythe County Board of Supervisors, that was distributed prior to the meeting. The letter is a formal recommendation from the Joint IDA board to proceed with the project and enter into an agreement with one of the three teams. He added that the Board members should pay particular attention to the second page of the letter regarding what the Board is committing too. Dr. Snyder asked if there were any questions and whether there was a motion to send the letter as written. Ms DiYorio made a motion, seconded by Ms. Jones, to send the letter recommending that the project move forward with one of the three proposing teams. With no further discussion, the motion passed unanimously.

INDUSTRY OF THE YEAR AWARD COMMITTEE REPORT

Chairman Snyder reported on the meeting of the Industry of the Year Award Committee. Attending the meeting was Linda DiYorio, Dr. Snyder, Dave Elmore and Patrick Burton. The committee discussed and created a criteria and scoring system that would be used in the process of choosing the Industry of the Year award recipient. Prior to the scoring two qualifying questions were to be answered concerning each nominee to determine eligibility for consideration. The scoring mechanism consisted of five questions, each of which would be scored on a scale of 0 to 5, with 0 indicating that the criterion does not apply and 5 indicating that the company excels at the criterion.

Prior to the Board meeting, score sheets were distributed to each member. Chairman Snyder stated that the Committee recommended MTC Transformers and Klockner Pentaplast as candidates for the 2009 award and asked for any additional nominees from the Board. There being no additional nominees the Board was asked to score MTC and Klockner using the outlined criteria on the score sheets. Patrick Burton gave a brief synopsis of each company's accomplishments. Chairman Snyder asked Patrick to collect the score sheets when completed, tally the results, and report them to the Board prior to the end of the meeting.

The tabulated scores were as follows: MTC Transformers 23.75; and Klockner Pentaplast 19.75. Chairman Snyder stated that, according to the process, MTC Transformers will be the recipient of the Industry of the Year Award for 2009.

Chairman Snyder said that the 2010 award nominations will be sought earlier in the year to encourage participation by the full Board.

OTHER

None

NEW BUSINESS

ANNUAL DINNER MEETING AND AWARD WITH W-W-B CHAMBER OF COMMERCE

Dr. Hawthorne asked whether there was interest in attending the Wytheville-Wythe-Bland Chamber

of Commerce's awards dinner in November. He stated that, if the Board chose to attend, they would need to decide on a sponsorship level and include the approval of the check for payment of the sponsorship.

Ms. Jones asked whether the company that won the Industry of the Year award was included in the count of seats for the table sponsorship. Dr. Hawthorne stated that most of the time they were not because the company was usually a member of the Chamber of Commerce and sponsored their own table at the event.

Ms. DiYorio made a motion, seconded by Mr. Jones, to sponsor a table of eight for \$500.00. With no further discussion, the motion passed with a vote of two (2) for, zero (0) against and one abstention.

Chairman Snyder asked Dr. Hawthorne and the staff to contact the company and invite the appropriate number of people to fill the seats at the Joint IDA's table if needed. Dr. Hawthorne stated that he would contact the company and that he would also take a poll of the Board members to see how many are interested in attending.

FY 2008-2009 FINANCIAL AUDIT REPORT

Prior to the meeting, the FY 2008-2009 Financial Audit report was distributed to the Board members in attendance. Dr. Hawthorne told the Board that with the report was a letter to each Board member communicating to them the findings of the 2009 audit. Chairman Snyder asked whether this information was the same as received in prior years. Dr. Hawthorne stated that it was different.

Chairman Snyder asked if there were any questions regarding the audit report and if there was a motion to accept the report as presented. Ms. Jones stated that she would rather wait to vote on the report until she has had sufficient time to review and read the information. She also suggested that we mail copies of the report to the members who were absent today. Chairman Snyder stated that there was no hurry to accept the report and that no further action would be taken at present. This item will be included on the November agenda.

FAIRFIELD GLADE TOUR (IMMEDIATELY FOLLOWING MEETING)

Chairman Snyder reminded the Board that they would be meeting at the entrance of Fairfield Glade on Route 52 for a tour of the new housing development there immediately following the Board meeting today.

PROJECT UPDATES

Dr. Hawthorne reported that the Joint IDA continues to work on on-going projects. He stated that there had been no changes since the previous Board meeting in September. Dr. Hawthorne will keep the Board apprised of any developments or announcements that are made in the future

OTHER

None

ADJOURN

There being no other business, Chairman Snyder adjourned the meeting at 3:45 p. m.

William Snyder, Chairman

Attest:

Virginia M. Goodwin, Secretary