

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
September 28, 2023

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held its regular meeting on Thursday, September 28, at 3:00 PM, in the Council Room of the Wytheville Municipal Building at 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

David Kause, Chairman
David Carpenter, Treasurer
Matt Clarke
Michael Cole
Jeff Lucas
Sherri Case
Dennis Manuel

MEMBERS ABSENT

None

EX-OFFICIO MEMBERS PRESENT

Stephen Bear, Wythe County Administrator
Brian Freeman, Wytheville Town Manager

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 Cathy Pattison, Vice Mayor, Town of Wytheville, Brian Freeman, Town Manager, Town of Wytheville, and Patricia Bevil, Virginia Employment Commission. Chairman Kause asked if anyone would like to address the Board. There being none, Chairman Kause continued with the meeting.

APPROVAL OF MINUTES – AUGUST 24, 2023

Chairman Kause asked if there were any questions or concerns regarding the minutes from August 24, 2023. There being none, he asked for a motion to approve the minutes as presented. Mr. Carpenter made the motion, which was seconded by Mr. Clarke. With no further discussion, the motion passed unanimously.

FINANCIAL REPORTS AND APPROVAL OF INVOICES

Chairman Kause entertained a motion to approve the financial statements for August 25, 2023, through September 28, 2023, as presented. Mr. Clarke made the motion to approve the financial statements as presented, which was seconded by Mr. Lucas. Upon no further discussion, the motion passed unanimously.

**Joint IDA of Wythe County
Check Register
August 25, 2023, through September 28, 2023**

Check #	Date	Payee	Amount
WIRE	09/15/23	City of Roanoke Berglund Center	\$ 24,000.00
EFT	09/28/23	Verizon	\$ 79.81
EFT	09/28/23	Robert G. Moore	\$ 1,100.00
EFT	09/28/23	Brightspeed	\$ 163.30
EFT	09/28/23	Xerox Corporation	\$ 135.88
EFT	09/28/23	Appalachian Power Company	\$ 168.43
EFT	09/28/23	First Bank- Mastercard	\$ 3,839.52
8087	09/28/23	Town of Wytheville	\$ 23,142.95
8088	09/28/23	Joshua Neal- Brook Hill Lawncare	\$ 100.00
8089	09/28/23	CowanPerry PC	\$ 640.00
8090	09/28/23	Wytheville Office Supply	\$ 104.30
8091	09/28/23	David Manley- Reimbursement	\$ 2,212.97
8092	09/28/23	John Matthews- Reimbursement	\$ 81.55
Total			\$ 55,768.71

Mr. Manley also mentioned that VACORP, the previous insurer of the Joint IDA, had sent an invoice long after the cancellation took effect on June 30, for additional premium for worker's compensation insurance. This has happened in years past and this year Mr. Manley contested the amount owed by lodging an official dispute. He added that it was the insurance company's position that we should classify our own employees and determine what we owe them. He also posited that was not how insurance worked and that our insurance carrier owed us accurate billing.

REVOLVING LOAN FUND REPORT

Mr. Manley stated a settlement agreement had been made with Movin' Dogs and the Joint IDA's legal counsel with a new balance of \$9,136,19 at 6% interest to be paid \$50 per month, which is based on the borrower's ability to repay. Mr. Manley mentioned Lakes to Florida has not made a payment since June 2023 after their settlement.

STAFF REPORTS

STAFF REPORT – DEPUTY DIRECTOR

Activity

140 S 1st Street Development- Grant Compliance, Applications, and Planning

Blue Star

Business Solutions Unit- Chair

Business Resource Conference- September 27, 2023

Website Development, Marketing, Regular Meetings

Department of Housing and Community Development (DHCD)

Enterprise Zone

Industrial Revitalization Fund: Webinar, Calls with DHCD Staff, Planning

Drone Footage- Collaboration with Mount Rogers Regional Partnership

Facility Visits- Amcor

Gatorade

JIDA Site Visit Material Development

Projects- 5

Properties- Database Update

Property Owners

Real Estate Agents

Rock House Museum Ribbon Cutting

Strategic Planning Follow-up

Town of Wytheville Incentives Review Committee

Virginia Economic Developers Association (VEDA) –

Public Policy Network

Virginia Economic Development Partnership- FAM Tour

Virginia Tourism Corporation- FAM Tour

Website: Site Developer

Review

Interactive Mapping Calls

Stephen Bear entered the meeting at 3:35 PM.

STAFF REPORT – EXECUTIVE DIRECTOR

Mr. Manley reported his reverse site visit in Atlanta with Project Artemis went well.

He mentioned he met with a White House staffer concerning the Blue Star project, and more recently along with Mr. Freeman and Mr. Bear, he met with Senator Warner, Senator Kaine, and Congressman Griffith in Washington DC. Mr. Manley characterized the discussion as productive. It was asked that the federal government meet its obligations to finance the Blue Star project, particularly in light of the positive impact the project would have on Wythe County, the Town of Wytheville, and the region, as well as the significant impacts of the project failing. He also noted that national NPR sent their science correspondent, Nell Greenfieldboyce, to the area with questions about Blue Star to report on PPE post-pandemic response and that her report should be out shortly.

Mr. Manley said the VEDA Fall Meeting in Portsmouth was very productive. He also noted he's honored to have been elected as Alternate Member to the SEDC Board of Directors. SEDC is the Southern Economic Development Council, an economic development organization covering the area from Maryland to Texas.

Mr. Manley added the Virginia Economic Development Partnership visit on September 6-8 to Wythe County went extremely well and had a great response. He also noted that the Virginia Tourism Corporation Fam Tour on September 12 to Wythe County also had amazing feedback mentioning the hospitality and professionalism rolled out to showcase assets in Wythe County, Wytheville, and surrounding communities.

PROJECT BRIEFINGS

All project updates were mentioned in the Executive Director's staff report above.

OLD OR ONGOING BUSINESS

WEBSITE REFRESH

Mr. Manley reported that a final draft of the website was working its way through the JIDA's web design contractor, Whittington Consulting. He mentioned he is pleased with the aesthetics and the layout and expects the final product to be completed in the coming weeks.

Mr. Matthews added that Mr. Brandon Moore connected the Joint IDA with Interactive GIS of Christiansburg, VA who is working with the website developers to create interactive maps to visually show utilities, transportation resources, etc. that we've previously been using text to explain in our previous website.

ELECTION OF OFFICERS FY 23-24

Chairman Kause opened the floor for nominations for Board Chairman. Mr. Carpenter nominated Mr. Cole for Chairman, which was seconded by Mr. Clarke. With no further nominations, the Board elected Mr. Cole Chairman by roll call vote.

Roll Call Vote:

Yea – Michael Cole, Chairman
David Carpenter, Treasurer
David Kause
Matt Clarke
Jeff Lucas
Sherri Case
Dennis Manuel

At this point, and pursuant to the Joint IDA Bylaws, Chairman Cole assumed the gavel and moved forward with the meeting.

Chairman Cole opened the floor for nominations for Vice Chairman. Mr. Carpenter nominated Mr. Lucas for Vice Chairman, which was seconded by Ms. Case. With no further nominations, the Board elected Mr. Lucas Vice Chairman by roll call vote.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
David Carpenter, Treasurer
David Kause
David Carpenter
Matt Clarke
Sherri Case
Dennis Manuel

Chairman Cole opened the floor for nominations for Treasurer. Mr. Carpenter nominated Ms. Case for Treasurer, which was seconded by Mr. Lucas. With no further nominations, the Board elected Ms. Case Treasurer by roll call vote.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
Sherri Case, Treasurer
David Kause
David Carpenter
Matt Clarke
Dennis Manuel

The Joint Industrial Development Authority officers and staff are as follows:

Michael Cole, Chairman

Jeff Lucas, Vice Chairman
Sherri Case, Treasurer
Jessica DeHart, Secretary
David Manley, Executive Director

The following current and past board members will be taken off as authorized signatories for the Joint Industrial Development Authority at First Community Bank and First Bank and Trust.

David Kause
David Carpenter
Wesley Mabe

The following board members will be added as authorized signatories for the Joint Industrial Development Authority at First Community Bank and First Bank and Trust.

Michael Cole, Chairman
Jeffrey Lucas, Vice Chairman
Sherri Case, Treasurer

Mr. David Manley will remain as a signatory for the Joint Industrial Development Authority at First Community Bank and First Bank and Trust.

Mr. Manley noted that former Chairman Kause and former Treasurer Mr. Carpenter have both served with diligence and distinction during their tenures and thanked them on behalf of the staff for being so available and dedicated in their service of the organization. Mr. Kause and Mr. Carpenter both said it has been a pleasure to serve the Joint IDA.

OTHER

None

NEW BUSINESS

OTHER

None

Closed Session as permitted by Code of Virginia sections: §2.2-3711 (A)(5) [Discussion of prospective industry] and §2.2-3711 (A)(6) [Discussion of contracting with public funds].

Mr. Carpenter moved that the Board of Directors of the Joint IDA of Wythe County enter closed session as permitted by the CODE OF VIRGINIA sections: §2.2-3711 (A)(5) [Discussion of prospective industry] and §2.2-3711 (A)(6) [Discussion of contracting with public funds].

The motion was seconded by Mr. Lucas.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
Sherri Case, Treasurer
David Kause
David Carpenter
Matt Clarke
Dennis Manuel

Nay – None

Absent during vote: None

The board entered a closed session discussion at 4:08 PM.

At 4:26 PM, Mr. Carpenter 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 by law and properly identified.

The motion was seconded by Mr. Kause.

Roll Call Vote:

Yea – Michael Cole, Chairman
Jeff Lucas, Vice Chairman
Sherri Case, Treasurer
David Kause
David Carpenter
Matt Clarke
Dennis Manuel

Nay – None

Absent during vote: None

Mr. Bear thanked both Mr. Kause for his leadership of the Joint IDA over the years and Mr. Carpenter for always being available to take calls about any questions he might have. He also thanked the Joint IDA for assisting in the economic development project at Exit 77 by helping to obtain an ice surfacing machine (commonly known as a “Zamboni”) from the City of Roanoke. Mr. Bear added the ice rink floor has been chilling for the last few days and should very soon start getting its first layer of ice where it will be ready to have lines and logos then painted. The Board thanked Mr. Bear for the recognition as well as the update.

ADJOURNMENT

There being no other business, Chairman Cole entertained the motion to adjourn the meeting. Mr. Clarke made the motion, which was seconded by Ms. Case. The meeting was adjourned at 4:28 PM.

Michael Cole, Chairman

Attest:

Jessica E. DeHart, Secretary