

October 23, 2003

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting Thursday, October 23, 2003, at 9:00 a.m. in the Council Room of the Wytheville Municipal Building, 150 East Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

Thomas Green III, Vice-Chairman	George T. Johnstone, Treasurer
Robert J. Ayers	Gerald Brewer
Joseph W. Freeman	Danny B. Gordon

MEMBERS ABSENT

Steven D. Irvin

EX-OFFICIO MEMBERS ABSENT

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

DETERMINATION OF QUORUM

The meeting was called to order and a quorum determined to be present by Mr. Green, Vice-Chairman. Mr. Green thanked Authority members for their attendance. Mr. Gordon gave the invocation.

CITIZENS' TIME

Mr. Green stated the next agenda item is Citizens' Time. He inquired if there are persons present who wish to address the board during Citizens' Time. There being none, he proceeded with the agenda.

APPROVAL OF MINUTES

Motion was made by Mr. Gordon that the minutes of the regular meeting held on September 30, 2003, be approved as presented, seconded by Mr. Ayers and passed unanimously.

APPROVAL OF INVOICES

Mr. Gordon asked why there are two Sprint invoices. Ms. Lester explained that these invoices represent local service and long distance service, which are billed from two different locations. Mr. Johnstone asked about check #4039, First Union Visa Gold. Ms. Lester commented that this invoice represents the purchase of the video conferencing equipment and a computer hard drive.

Mr. Gordon made a motion to pay the invoices as presented seconded by Mr. Johnstone and passed.

Joint IDA of Wythe County
Check Register

For the Period From Oct 1, 2003 to Oct 23, 2003

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Amount
1030	10/23/03	Joint IDA of Wythe County	2,285.97
4033	10/9/03	First VA Bk-Fed. Tax Deposit	2,646.44
4034	10/9/03	VA Dept Of Taxation	423.44
4035	10/9/03	U S Cellular	32.98
4036	10/15/03	Linda D. Lester	739.07
4037	10/23/03	Sprint	121.97
4038	10/23/03	Sprint	29.77
4039	10/23/03	Bankcard Services	3,336.10
4040	10/23/03	Quill Corporation	104.88
4041	10/23/03	Hodges & Campbell	75.00
4042	10/23/03	Xerox	146.80
4043	10/23/03	Duke's Printing	22.80
4044	10/23/03	Alan Hawthorne - Reimbursement	206.28
4045	10/23/03	Mike Webb-Reimbursement	30.24
4046	10/23/03	Town of Wytheville - Postage	59.85
4047	10/23/03	Trigon	1,389.18
4048	10/23/03	Trigon Dental	102.67
4049	10/23/03	JIDA Petty Cash	56.80
4050	10/23/03	Fort Dearborn Life Ins Co	31.95
4051	10/23/03	Companion Life Insurance Co	79.32
4052	10/23/03	Michael B. Webb	2,049.48
4053	10/23/03	Alan R. Hawthorne	3,364.14
4054	10/23/03	Linda Lester-Reimbursement	9.72
Total			17,344.85

OLD BUSINESS

UPDATE ON ENTERPRISE ZONE APPLICATION

Mr. Webb commented that the enterprise zone application was mailed on October 14 and arrived in Richmond on October 15. Mr. Webb shared a copy of the application with the board and noted that recommendations will be made to Secretary Schewel on November 24.

FAIRVIEW INDUSTRIAL PARK PAVING

Mr. Webb provided a copy of the letter that will be mailed to the tenants in the Fairview Industrial Park for not being in compliance with the park's paving requirement. He reminded the board that at the September 30, 2003 board meeting, they established July 1, 2004, as the absolute deadline for completion of the required paving.

UPDATE ON OFFICE MOVE

Ms. Lester updated the board on the office move, which is scheduled for November 1. The estimate for the door has not been received, and Mr. Moore has agreed to cover the costs above the \$800. Ms. Lester shared with the board cost estimates received regarding the conference room table and chairs. Mr. Gordon made a motion to authorize the staff to purchase the conference room table and chairs from the lowest bidder seconded by Mr. Ayers and passed. Mr. Brewer asked if the phones were going to be moved next Friday. Ms. Lester stated that they will be moved at the end of the business day on Friday.

UPDATE ON RURAL RETREAT INDUSTRIAL PARK SIGNS

Mr. Webb reported that the signs have been ordered and the installation of the signs are being coordinated with Mr. Matney.

PROJECTS UPDATE

Mr. Webb reminded the board that the Progress Park Announcement is at noon on Tuesday, October 28, at the General District Courtroom in the Law Enforcement and Judicial Center. Mr. Webb provided an update on projects.

VEDP RESEARCH STAFF PRESENTATION FOLLOW-UP

Mr. Webb asked if the board had questions or comments regarding the VEDP research staff presentation. There were no questions or comments from the board.

OTHER

Mr. Webb commented that Dr. Hawthorne has requested to defer the DEQ summary of the Brownfields Site Screening Report for the Ivanhoe Industrial Park until November 13.

Mr. Webb shared a letter with the board from a Wythe Manufacturing Council scholarship recipient.

NEW BUSINESS

IVANHOE SHELL BUILDING

Mr. Webb reported that the Ivanhoe shell building appraisal has been ordered. Mr. Herbert Kilbourn, Resource Associates, Inc. was the lowest bidder of the approved appraisal list that met the USDA Rural Development requirements.

SOUTHERN BUSINESS & DEVELOPMENT AD

Mr. Webb provided the board with a hand sketched draft of the ad. Jim Stallard, Stallard Studios, is currently designing the ad. Mr. Gordon asked about the cost of the ad. Mr. Webb stated the costs of the ad is \$750. Mr. Gordon asked about the circulation. Mr. Webb commented that the total per issue circulation is 20,130. Mr. Gordon recommended deferring the final approval of the ad until November 13.

OFFICE SIGN

Ms. Lester shared with the board a drawing prepared by Steve Moore, Assistant Town Manager for the office sign. Ms. Lester recommended that the board approve the drawing, which will be presented with the application for Architectural Review Board approval at their next meeting. Mr. Gordon asked if there would be signs at the rear entrance of the building notifying visitors that parking is in the rear. Ms. Lester commented that the staff has not discussed rear entrance signs. Mr. Johnstone and Mr. Brewer agreed with Mr. Gordon that there should be signs regarding the parking. Mr. Brewer made a motion to approve the sign as presented and present to the Architectural Review Board for approval and include a sign/plaque at the side of the building to notify visitors that parking is in the rear of the building seconded by Mr. Johnstone and passed.

OTHER

Mr. Webb notified the board that the tour of Progress Park will be November 13 at 3:00 p.m.

Mr. Webb reported on the Wythe Manufacturing Council's Candidates' Forum held October 22 at Smokey's Restaurant. Mr. Gordon expressed his concerns that these forums were being held so closely together. He requested that the Wythe Manufacturing Council coordinate with the Chamber of Commerce because the Chamber of Commerce forum is scheduled a year in advance. Mr. Webb commented that the Wythe Manufacturing Council members were the target audience for the forum and that the forum was not a public meeting.

Stephen Bear, Assistant County Administrator, reported on the status of the Zoning Ordinance of Wythe County. The Planning Commission has completed its five public informational meetings around the various precincts. Comments have been received from individuals at these meetings. The Planning Commission has a meeting scheduled tonight to review these comments and revise the draft zoning ordinance. A public hearing date has not been established to adopt the zoning ordinance. Mr. Bear provided a copy of the Draft Zoning Ordinance of Wythe County and Wythe County Zoning Matrix to the board members. Mr. Gordon asked about the proposed zoning across the interstate from the I-81 truck stop. Mr. Bear commented that the proposed zoning of

this area is commercial. Mr. Gordon asked if the Exit 80 area would be zoned as industrial. Mr. Bear explained that most of this area would be zoned as commercial. Mr. Bear thanked Mr. Gordon for his comments and noted that he would share Mr. Gordon's comments and concerns with the Planning Commission.

Mr. Webb reported that Dr. Hawthorne attended a meeting in Abingdon on October 16 with Governor Warner, Secretary Schewel, PDC, VEDP and representatives from Congressman Boucher's office to address issues regarding economic development in Southwest Virginia.

Mr. Webb reported that the staff attended Wytheville Community College's Fortieth Anniversary Celebration, Official Announcement of the College's Forging Futures Capital Campaign, and groundbreaking ceremony for Town of Wytheville's new community center on October 17.

ADJOURN

Mr. Green asked if there was any further business to come before the Authority. There being none Mr. Green adjourned the meeting at 10:00 a.m.

Thomas Green, Vice-Chairman

ATTEST:

Linda Lester, Secretary