

December 11, 2003

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting Thursday, December 11, 2003, at 9:00 a.m. in the Council Room of the Wytheville Municipal Building, 150 East Monroe Street, Wytheville, Virginia.

**MEMBERS PRESENT**

Steven D. Irvin	George T. Johnstone, Treasurer
Robert J. Ayers	Gerald Brewer
Joseph W. Freeman	Danny B. Gordon

**MEMBERS ABSENT**

William F. Snyder

**EX-OFFICIO MEMBERS PRESENT**

Wayne Sutherland, Wytheville Town Manager

**EX-OFFICIO MEMBERS ABSENT**

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

**DETERMINATION OF QUORUM**

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

**TOWN OF WYTHEVILLE APPOINTMENT OF DR. WILLIAM SNYDER AS NEW BOARD MEMBER**

Mr. Irvin informed the board that Dr. William F. Snyder was appointed by the Town of Wytheville to serve as a member of the Joint Industrial Development Authority. Dr. Snyder's term is November 12, 2003 - November 10, 2007.

**CITIZENS' TIME**

Mr. Irvin 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 October 23, 2003, be approved as presented, seconded by Mr. Johnstone and passed unanimously.

## APPROVAL OF INVOICES

Mr. Gordon asked about check #4082, Resource Associates, Inc. Dr. Hawthorne explained that this is the invoice for the Ivanhoe Shell Building property appraisal. Mr. Irvin asked about check #4145, Wytheville Enterprise. Dr. Hawthorne noted that this is required advertisements associated with the CDBG for the Musser Lumber expansion. Mr. Irvin asked about check #4081, D&D Trophies. Dr. Hawthorne commented that this is the invoice for the tenure award plaques. 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 Nov 14, 2003 to Dec 11, 2003

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Amount
4077	11/25/03	Xerox	146.80
4078	11/25/03	Sprint	233.14
4079	11/25/03	Sprint	24.87
4080	11/25/03	Wytheville Office Supply	41.90
4081	11/25/03	D&D Trophies	405.00
4082	11/25/03	Resource Associates, Inc.	2,000.00
4083	11/25/03	Bankcard Services	964.74
4084	11/25/03	PC SOS, Inc.	240.00
4085	11/25/03	Trigon	1,389.18
4086	11/25/03	Trigon Dental	102.67
4087	11/25/03	Fort Dearborn Life Ins Co	31.95
4088	11/25/03	Town of Wytheville - Postage	9.37
4089	11/25/03	Companion Life Insurance Co	79.32
4090	11/25/03	JIDA Petty Cash	54.80
4091	11/25/03	Alan R. Hawthorne	3,364.14
4092	11/25/03	Michael B. Webb	2,049.48
4093	11/28/03	Linda D. Lester	666.72
4094	12/11/03	First VA Bk-Fed. Tax Deposit	2,585.22
4095	12/11/03	VA Dept Of Taxation	411.82
4096	12/11/03	U S Cellular	58.91
4097	12/11/03	VA Economic Dev Assoc.	200.00
4098	12/11/03	The Mount Rogers Dev Partnersh	6,899.75
4099	12/11/03	George T. Johnstone	225.00

4100	12/11/03	Danny B. Gordon	225.00
4101	12/11/03	Gerald L. Brewer	225.00
4102	12/11/03	Joseph W. Freeman	225.00
4103	12/11/03	Robert J. Ayers	225.00
4104	12/11/03	Steven D. Irvin	225.00
4105	12/11/03	Thomas Green III	150.00
4106	12/11/03	William Snyder	75.00
4107	12/11/03	Fort Dearborn Life Ins Co	31.95
4108	12/11/03	Trigon Dental	102.67
4109	12/11/03	Trigon	1,389.18
4110	12/11/03	Companion Life Insurance Co	79.32
4111	12/11/03	Alan Hawthorne - Reimbursement	276.53
4112	12/11/03	Mike Webb-Reimbursement	26.28
4113	12/11/03	Wytheville Office Supply	40.22
4114	12/11/03	Xerox	149.88
4115	12/11/03	Wytheville Enterprise	271.75
4116	12/11/03	Marilyn Jackson	200.00
4117	12/11/03	The Roanoke Times	144.60
4118	12/11/03	JIDA Petty Cash	39.74
4119	12/11/03	Linda Lester-Reimbursement	55.08
4120	12/11/03	Alan R. Hawthorne	3,364.14
4121	12/11/03	Michael B. Webb	2,049.48
Total			31,755.60

## **OLD BUSINESS**

### **MUSSER LUMBER SALES EXPANSION**

Dr. Hawthorne noted that Musser Lumber is expanding operations at their Rural Retreat facility. The company is constructing a gas-fired wood kiln, additional storage and production facilities, and a retail outlet. The company will also expand its product line to include value-added mouldings and flooring. Over the three-year period of the expansion project, approximately 45 new jobs will be added as a result of approximately three million dollars of capital investment.

### **RURAL RETREAT INDUSTRIAL PARK SIGNS IN PLACE**

Mr. Webb commented that the Rural Retreat Industrial Park signs have been installed. Mr. Webb pointed out that, when the signs were installed, they were installed in reverse order. The Town of Rural Retreat will reverse the signs to the correct order. Mr. Gordon recommended that contact information also be included with the signs. Mr. Irvin recommended discussing this further at the January working session meeting.

### **RURAL DEVELOPMENT RBEG REPAYMENT FOR IVANHOE SHELL BUILDING**

Dr. Hawthorne informed the board that the Ivanhoe Shell Building property will be sold for

\$189,457. The federal share that will be refunded to Rural Development is \$170,676. This amount was calculated based on Rural Development's eighty-eight percent financial participation in the original project cost (\$300,000 of the total project costs of \$340,000), multiplied by the current fair market value of \$215,500.

### **DEQ BROWNFIELDS REPORT FOR IVANHOE INDUSTRIAL PARK**

The board reviewed the results of the DEQ assessment that was a part of the board package. Mr. Irvin pointed out that the assessment states that no elevated levels of PCBs were found in the environmental samples and that for this reason, it cannot be concluded that the measured levels of minerals at the sample sites in the Ivanhoe Industrial Park are due to human activities. Mr. Irvin recommended that Dr. Hawthorne note in the summary that there were no elevated levels of PCBs found in the environmental samples in Wythe County. Mr. Irvin also recommended mailing a copy of this assessment to Mr. Dalton.

### **UPDATE ON SALE OF BUILDING AND REPAYMENT OF OUTSTANDING RLF LOAN**

Dr. Hawthorne provided an update on the sale of the building. National Trust (holder of the primary loan) bought the property. The sale price was not enough to cover their outstanding loan balance and interest. Legal counsel is working on the issue.

### **OFFICE SIGNS**

Dr. Hawthorne reminded the board that the office signs were discussed at the last working session meeting. The original proposal was to have a sign outside the building between the building and the sidewalk. Dr. Hawthorne provided the members with a copy of the new proposed signs that could be mounted on the existing outside brackets over the door. Dr. Hawthorne has contacted David Delp at Wythe County Technology Center regarding the office signs and he has agreed to make the signs at no costs. Mr. Irvin noted that two signs are not allowed on the building. Mr. Sutherland recommended contacting Stan Massie, Town of Wytheville Building Official, regarding the signs and make application to the Town of Wytheville Architectural Review Board. Mr. Irvin recommended deferring this item until the January working session meeting.

### **UPDATE ON *SB&D* AD OFFER AND AD HOC ADVERTISING COMMITTEE**

Mr. Webb commented that he has spoken with Mike Randle, *Southern Business & Development*. Mr. Randle has agreed to honor the price for the next issue. Mr. Webb also commented that Susan Copeland, Effective Marketing & Public Relations, in Abingdon would provide input to the advertising committee regarding the ads. The advertising committee is Danny Gordon, Gerald Brewer, Linda Lester, and Mike Webb. Mr. Irvin recommended that Mr. Webb provide Mr. Gordon and Mr. Brewer copies of previous advertising and present at the January working session meeting.

## **OTHER**

Dr. Hawthorne informed the board that he attended the 2003 Southeast Wireless workshop sponsored by North Carolina's Rural Internet Access Authority, which was held December 2.

Mr. Irvin thanked Ms. Jones and the Chamber of Commerce for including the Joint IDA in their annual dinner

## **NEW BUSINESS**

### **RESOLUTION OF APPRECIATION TO TOWN OF WYTHEVILLE**

Ms. Lester requested the board's approval of the draft resolution for Town of Wytheville that was included in their board package, which will be presented to Mr. Sutherland after the board's approval. Mr. Johnstone made a motion to approve the resolution as presented seconded by Mr. Gordon and passed. Mr. Irvin presented the resolution to Mr. Sutherland (see appended) in appreciation for providing the Joint IDA space for a number of years.

## **R E S O L U T I O N**

**WHEREAS**, the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat was established in 1989 under Virginia Code §15.2-4900 *et seq.* by Wythe County and the towns of Wytheville and Rural Retreat "to initiate, develop, and coordinate industrial and economic development efforts in order to achieve and sustain the optimum quality of life for all Wythe County citizens;" and

**WHEREAS**, office space for the conduct of business by the Joint Industrial Development Authority is an important resource for the implementation of its purpose; and

**WHEREAS**, the Joint Industrial Development Authority offices were relocated to 190 S. First Street as of November 1, 2003; and

**WHEREAS**, the Town of Wytheville provided office space at 150 E. Monroe Street for the Joint Industrial Development Authority from March 1990 until November 2003.

**NOW, THEREFORE, BE IT RESOLVED** that the Joint Industrial Development Authority directors, through this resolution, express their gratitude to the Town of Wytheville for providing this valuable service.

Adopted this 11<sup>th</sup> day of December, 2003.

/s/ Steven D. Irvin  
Steven D. Irvin, Chairman

ATTEST:

/s/ Linda Lester  
Linda Lester, Secretary

## **COUNTY REQUEST FOR WATER PROJECT SITE IN IVANHOE INDUSTRIAL PARK**

Don Crisp, Wythe County Department of Water and Wastewater Director, and Russell Jackson, Anderson and Associates, requested that the board donate approximately one-half acre of the Ivanhoe Industrial Park property located along Rakestown Road (near the Powder Mill Road intersection) for the purpose of constructing a pump station as part of an upgrade of the water service to the Ivanhoe area. This project will provide improved water service to both residential and industrial customers and provide improved economic development opportunities in the Ivanhoe community. Mr. Irvin asked if the Wythe County attorney would prepare the deed. Mr. Sharitz replied that he felt like the county attorney would prepare the deed. Mr. Gordon made a motion to donate a parcel (consistent with the smallest dimensions allowed by the Wythe County subdivision ordinance) to Wythe County for use in the proposed water service upgrade project and Wythe County assuming the costs for deed preparation and recording motion was seconded by Mr. Ayers and passed..

## **2003 EXISTING INDUSTRIES ACTIVITY REVIEW**

Mr. Webb presented an overview of the existing activities for 2003. Mr. Webb assisted local companies with expansions, participated in the Wythe Manufacturing Council, assisted with the industrial park signage, made at least two visits to the industries this year, accompanied Workforce Services representatives on several of their visits to local industries, and had regular interaction with some industries through the Wythe Manufacturing Council, Chamber of Commerce, and Rotary. Dr. Hawthorne visited the headquarters of R.H. Sheppard, Rohm and Haas, Quadrant Engineering Plastic Products, and Lane Enterprises. Special attention was focused on industries possibly expanding or identified as at-risk. Dr. Hawthorne is the VEC Employer Advisory Committee - Program Chair, member of Workforce Investment Board, Board of Directors for SREC, and Visioning Committee for the Wytheville/Wythe Horizons Program. Goals for 2004 are maintain visitation program, special attention to expanding or at-risk companies and labor availability, continue to support Wythe Manufacturing Council, Chamber of Commerce, Workforce Services, and other agencies, Business Appreciation Week, and resolve the paving issue in Fairview Industrial Park.

## **APPROVAL OF 2004 CALENDAR**

The board reviewed the 2004 calendar . Mr. Gordon noted that December 26, 2003 and December 26, 2004 was not listed on the calendar. Mr. Gordon asked if the office would be closed on these days. Mr. Sharitz commented that Wythe County will be closed December 26, 2003. Mr. Sharitz also noted that the Wythe County offices are closing at 2:00 on December 23 and will remain closed until December 29. Dr. Hawthorne commented that the Joint IDA follows the state holiday schedule. Mr. Irvin recommended that the Joint IDA follow Wythe County's holiday schedule. Mr. Gordon made a motion that the Joint IDA follow Wythe County's holiday schedule going forward. The motion was second by Mr. Johnstone and passed. A motion was made by Mr. Johnstone to approve the 2004 Calendar subject to Wythe County's holiday schedule seconded by Mr. Ayers and passed.

## **PREAPPROVAL FOR PAYMENT OF YEAR-END INVOICES**

Dr. Hawthorne requested that the board pre-approve payment of the routine year end invoices. Mr. Gordon made a motion to pre-approve payment of year-end invoices seconded by Mr. Freeman and passed.

## **JOINT IDA OPEN HOUSE**

Dr. Hawthorne invited everyone to the Joint IDA open house today at 11:00 a.m. until 2:00 p.m. Mr. Irvin encouraged everyone to attend the open house.

## **OTHER**

Dr. Hawthorne announced that Pepsi Bottling Group is producing water at the Wytheville plant.

Mr. Irvin asked Dr. Hawthorne to update the board on the Duke Energy Wythe Generating Facility. Dr. Hawthorne explained that the company' plan is to obtain the DEQ air permit, then request the SCC to suspend its permit application process. The hope is that they will be able to pick it up at some time in the future and still be able to do the project. The market will determine the future of the Wythe Facility development.

Mr. Gordon asked if the board would adopt a resolution for Tom Green. Dr. Hawthorne commented that the resolution would be presented in January.

Dr. Hawthorne alerted the board that the SWVTC is seeking assistance regarding a supercomputer.

**ADJOURN**

Mr. Irvin asked if there was any further business to come before the Authority. There being none Mr. Irvin adjourned the meeting at 11:00 a.m.

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Steven Irvin, Chairman

ATTEST:

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Linda Lester, Secretary