

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
September 23, 2010

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, September 23, 2010, 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 F. Snyder, Chairman
Tom Jones
Dana Pack

Dave Elmore, Vice Chairman
Jennifer Jones
Foy Patton

MEMBERS ABSENT

Linda DiYorio

EX-OFFICIO MEMBERS PRESENT

None

EX-OFFICIO MEMBERS ABSENT

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. Dr. Hawthorne offered the invocation and Chairman Snyder 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.

APPROVAL OF MINUTES—August 26, 2010, meeting

Chairman Snyder asked if there were any questions regarding the minutes of the August 26, 2010 meeting. Dr. Hawthorne explained that due to the circumstances of the past month, his vacation and Ginny Goodwin's surgery/recovery, the August Board meeting minutes had not been completed. He asked that the minutes be tabled until the October 2010 meeting. Chairman Snyder asked for a motion to table the August 26, 2010 minutes until the October Board meeting. Mr. Elmore made a motion, seconded by Mr. Pack, to table the minutes until the October meeting. The motion passed unanimously.

APPROVAL OF INVOICES

Chairman Snyder asked if there were any questions concerning the invoices. There being none, Chairman Snyder asked if there was a motion to approve the invoices as presented. Mr. Pack made a motion, seconded by Ms. Jones, to approve the invoices. With no further discussion, the motion passed unanimously.

Joint IDA of Wythe County Check Register

For the Period From August 27, 2010 through September 23, 2010

Check #	Date	Payee	Amount
6182	9/23/10	Alan R. Hawthorne	4,423.12
6183	9/23/10	David L. Elmore	207.79
6184	9/23/10	Dana R. Pack	207.79
6185	9/23/10	Foy W. Patton	207.79
6186	9/23/10	Jennifer W. Jones	207.79
6187	9/23/10	Linda DiYorio	207.79
6188	9/23/10	Patrick G. Burton	2,550.53
6189	9/23/10	Tom Jones	207.79
6190	9/23/10	Virginia M. Goodwin	1,629.35
6191	9/23/10	William F. Snyder	207.79
6192	9/23/10	Appalachian Power	113.34
6193	9/23/10	Alan Hawthorne-Reimbursements	66.15
6194	9/23/10	Anthem Southeast Dental	84.66
6195	9/23/10	Anthem Blue Cross and Blue Shield	1,246.76
6196	9/23/10	Branch Highways, Inc.	800,000.00
6197	9/23/10	Century Link	176.82
6198	9/23/10	Mellon Trust of New England, NA	840.00
6199	9/23/10	Principal Life Insurance Co.	161.24
6200	9/23/10	Robert G. Moore	1,100.00
6201	9/23/10	Sprint PCS	72.70
6202	9/23/10	Virginia Goodwin-Reimbursements	5.25
6203	9/23/10	Wytheville Office Supply	33.99
6204	9/23/10	Xerox	22.30
Total			\$ 813,980.74

OLD BUSINESS

LOT 24 UPDATE

Dr. Hawthorne updated the Board on the progress of Lot 24. He noted that with the recent dry weather the contractors have been able to continue grading at a rapid pace. He reported that a wetland application for submission to the Army Corp of Engineers and Department of Environmental Quality (DEQ) was near completion.

Dr. Hawthorne informed the Board of a recent expression of concern received from a home owner near Progress Park regarding the blasts on Lot 24. The home owner was concerned about potential damage to their property related to the blasts. Seismic equipment was set up at the measurement of vibrations. The measurements indicated that there were little or no vibrations at the residence.

Dr. Hawthorne stated that officials from the Virginia Economic Development Partnership will be visiting Lot 24 and Gatorade on October 6. He added that the Lot 24 project is being considered a premier project in the Commonwealth of Virginia.

Dr. Hawthorne reported that the Branch Highways invoices are currently being submitted to Wythe County on a monthly basis and there has been a continued positive cash flow. Mr. Elmore mentioned that during the last two Board meetings the funds being spent in the area by Branch Highways had been mentioned or reported on. He asked if this would be an ongoing report or if it was done in response to an inquiry from another group. Dr. Hawthorne stated that the report was done in response to an inquiry and was shared with the Joint IDA Board. He added that another report could be prepared at the end of the grading season to show Branch Highways local expenditures on materials, fuel, etc., as well as local hiring information. Mr. Elmore asked if there have been any inquiries or questions, negative or positive, as to why the work is being done on Lot 24. Dr. Hawthorne noted that he has heard nothing but positive comments regarding the work. Bucky Sharitz added that he has only heard positive comments.

Dr. Hawthorne noted that the next progress meeting with Branch Highways will be on October 7 at the Lot 24 site office.

INDUSTRY SPECIAL RECOGNITION AWARD SELECTION

Mr. Elmore reported on the September 13 meeting of the Industry Special Recognition Award Committee. The members in attendance were Dave Elmore, Jennifer Jones, Foy Patton and Joint IDA staff member, Patrick Burton. Mr. Elmore stated that the committee's recommendations for the 2010 award were Quadrant Engineering Plastic Products and Mount Rogers IDC. Mr. Elmore explained to the Board the qualifications of the two industries recommended by the committee. Mr. Elmore stated that Quadrant Engineering qualifies on the basis of their continued support and activity in the community, their recent safety award recognition, and their continuous work flow and the ability to maintain employees during the economic downturn. He explained that the Mount Rogers IDC continues to support the community by providing jobs to handicapped individuals. He added that Mount Rogers IDC had recently upgraded/redesigned the outside grounds areas of one of its buildings and that their employment has stayed steady or has

increased during the economic downturn. Layoffs were experienced as a result of the closing of Acument, but with the exception of two people, all of the other laid off employees have since been re-called. The Mount Rogers IDC provides manufacturing services to several large corporations in the community which in turn allow those corporations to participate in providing jobs to handicapped citizens in our community.

Mr. Elmore stated that these two companies were the committee's recommendations, but that the floor was open to other nominations from the Board. Chairman Snyder asked if there were any other nominations from the Board. With no further recommendations, Mr. Elmore made a motion, seconded by Mr. Patton, to close nominations. The motion was approved unanimously. Mr. Elmore noted that each member received an Award Scoring Sheet prior to the Board meeting. He asked that they score the two candidates, Quadrant Engineering Plastic Products and Mount Rogers IDC, according to the criteria listed on the sheet. After completing the sheets and tallying the scores, Mr. Elmore announced that Mount Rogers IDC had prevailed with a score of 121 to Quadrant's 110. Chairman Snyder asked the Joint IDA staff to contact Mount Rogers IDC and assist with any arrangements needed for their attendance at the W-W-B Chamber of Commerce annual dinner to be held on November 15 where the award will be presented.

TICRC R&D GRANT AGREEMENT

Dr. Hawthorne reported that the Tobacco Indemnification and Community Revitalization Commission (TICRC) R&D grant agreement has been completed and signed. Evatran should receive the initial check soon. Chairman Snyder mentioned that he had spoken with Tom Hough recently. Mr. Hough mentioned to Chairman Snyder that he was satisfied with final agreement and that he was pleased with all of the efforts, assistance, and support that Evatran received from the Joint IDA Board and staff.

IVANHOE PROPERTY UPDATE

Dr. Hawthorne reported that Patrick Burton met with representatives from Hope Ministries and Habitat for Humanity concerning the donation of the Ivanhoe property. Both organizations expressed interest in the donation. The representatives inquired about a perk test for the property. The Health Department can perform the perk test as part of an application for an on-site septic system. There is a significant application fee, but the fee will be refunded if the property does not pass the test. Dr. Hawthorne noted that it was the staff's recommendation that the Board approve the donation of the Ivanhoe property to Habitat for Humanity and/or Hope Ministries. Ms. Jones asked who would own the property. Dr. Hawthorne said that the decision was still to be made as to which one or if both groups would be receiving the property together. The approval from the Board would be to actually donate the land with the determination of the recipient to be made at a later date. Dr. Hawthorne noted that the motion made should include a stipulation concerning the success/failure of the perk test. Ms. Jones asked if water was provided by Wythe County for the property. Dr. Hawthorne answered that there was County water available for the property. Mr. Elmore asked why there had to be a perk test performed. Dr. Hawthorne answered that the property would need a septic tank since County sewer was not available. Mr. Pack asked if he was correct in understanding that the property will be donated to either Habitat for Humanity or to Hope

Ministries with the possibility that the two organizations could co-own the property as a joint project, working together to develop the property. Mr. Pack also asked if the donation needed to be approved by the Wythe County Board of Supervisors. Dr. Hawthorne noted that Mr. Pack was correct in his assumptions and that approval was not needed from the Wythe County Board of Supervisors. Chairman Snyder asked if there was a motion to donate the property to either or possibly to both Habitat for Humanity and Hope Ministries. Ms. Jones made a motion, seconded by Mr. Pack, to donate the Ivanhoe property to either or possibly to both Habitat for Humanity and Hope Ministries. With no further discussion, the motion passed with the following roll call vote:

AYES: William Snyder	Tom Jones
Dana Pack	David Elmore
Jennifer Jones	Foy Patton

NAYS: None

ABSENT DURING MEETING: Linda DiYorio

ABSENT DURING VOTE: Linda DiYorio

OTHER

None

NEW BUSINESS

ANNUAL DINNER MEETING AND AWARD WITH W-W-B CHAMBER OF COMMERCE - NOVEMBER 15

Dr. Hawthorne mentioned that the annual Wytheville-Wythe-Bland Chamber of Commerce awards dinner will be held on November 15 at the Wytheville Meeting Center.. 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. He noted that the sponsorship for the 2009 meeting was the full Sponsorship level for a table of eight for \$500.00

Ms. Elmore made a motion, seconded by Mr. Patton, to purchase a full sponsorship with a table of eight for \$500.00. With no further discussion, the motion passed with a vote of five (5) for, zero (0) against and one abstention.

Chairman Snyder asked Dr. Hawthorne and the staff to contact the recipient of the 2010 Industry Special Recognition Award and invite the appropriate representatives to sit at the Joint IDA's table, if necessary. The staff will contact the company and will also take a poll of the Board members to see who will be attending.

VEDP MEI GRANT APPLICATION

Dr. Hawthorne noted that, prior to the meeting, the draft MEI grant application was circulated for the Board members to review. Dr. Hawthorne explained that the MEI grant was established by the General Assembly to provide funding for mega sites. During the first year, the program focuses on the Tobacco Region of Virginia with funding provided by the Tobacco Commission. The MEI Grant Program could fund up to four applicants in the first year. He stated that the definition of a mega site is not based on property size, but on the number of jobs that a project will provide, and the amount of investment made by the locality. These criteria make Lot 24 eligible for the grant. Dr. Hawthorne added that the Joint IDA and Wythe County will be applying for the grant to assist with storm water management and funding for rail grading. The application will be completed by Monday, September 27, and submitted to the Wythe County Board of Supervisors, for their review, on Tuesday, September 28. The application will be submitted by Wythe County and is due to VEDP by October 1.

Dr. Hawthorne mentioned that VEDP could possibly make a decision and announce the recipients as early as November 2010. Dr. Hawthorne noted that since the Wythe County Board of Supervisors will be submitting/approving the application there is no action required from the Joint IDA Board.

MANAGEMENT DISCUSSION AND ANALYSIS NARRATIVE FOR AUDIT

Prior to the meeting each board member was provided a draft copy of the Management Discussion and Analysis (MDA) for the annual audit report. Dr. Hawthorne explained that the report was straight-forward and similar to previous years. He asked if there were comments or suggestions regarding the report. There being no additional comments, Dr. Hawthorne stated that he would submit the narrative to the auditors.

VML INSURANCE PROGRAM PRESS RELEASE

Dr. Hawthorne noted that, prior to the meeting, each Board member received a copy of the Virginia Municipal League Insurance Program press release regarding the recent five percent credit on insurance premiums to the local governments and authorities. The credit was given to members who scored 100 percent on their Risk Management Guidelines assessments last year. The Joint IDA is included in this group and will receive a five percent credit on their 2010-2011 premiums.

PROJECT UPDATES

Ms. Jones made a motion to enter into a closed session as permitted by Section 2.2-3711(a)(5) of the Virginia Freedom of Information Act, Code of Virginia to discuss unannounced projects. The motion was seconded by Mr. Jones, and passed unanimously. Ms. Jones made a motion, and Mr. Patton, seconded, to reconvene in an open session. The motion passed unanimously. Ms. Jones moved that the Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat certify that, in the closed meeting just concluded, nothing was discussed except the matter

(1) specifically identified in the motion to convene in a closed meeting and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. The motion was seconded by Mr. Pack, and passed.

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certificate by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat that such closed meeting was conducted in conformity with Virginia law; NOW, THEREFORE, BE IT RESOLVED that the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat.

Motion was passed with the following roll call vote:

AYES:	William Snyder	Tom Jones
	Dana Pack	David Elmore
	Jennifer Jones	Foy Patton

NAYS: None

ABSENT DURING MEETING: Linda DiYorio

ABSENT DURING VOTE: Linda DiYorio

OTHER

Patrick Burton - Dr. Hawthorne extended his appreciation to Patrick Burton for his work and dedication during the week of September 10-19. Patrick was alone in the office and had the task of preparing several responses while Dr. Hawthorne and Ginny Goodwin were absent. Dr. Hawthorne thanked him for his efforts.

ADJOURN

There being no other business, Chairman Snyder adjourned the meeting at 4:20 p. m.

William F. Snyder, Chairman

Attest:

Virginia M. Goodwin, Secretary