

JOINT INDUSTRIAL DEVELOPMENT AUTHORITY
Minutes of Meeting
April 26, 2012

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, April 26, 2012, at 3:00 p.m. in the Council Room of the Rural Retreat Town Hall located at 307 South Main Street, Rural Retreat, Virginia.

MEMBERS PRESENT

Linda DiYorio, Chairman	Dave Elmore
Carolyn Dankowski	Tom Jones
Dana Pack	Foy Patton
Jennifer Atwell	

MEMBERS ABSENT

None

EX-OFFICIO MEMBERS PRESENT

None

EX-OFFICIO MEMBERS ABSENT

R. Cellell Dalton, Wythe County Administrator
C. Wayne Sutherland, Jr., Wytheville Town Manager
Michael S. James, Rural Retreat Town Manager

DETERMINATION OF QUORUM

Chairman DiYorio called the meeting to order and determined a quorum to be present. Mr. Pack offered the invocation, and Chairman DiYorio led the Pledge of Allegiance.

ANNOUNCEMENT OF NEW ASSOCIATE DIRECTOR—KIMBER SIMMONS

Dr. Hawthorne announced that Kimber Simmons had accepted the offer for the position of associate director and that she would begin employment on May 1, 2012. He noted that Kimber was experienced in the field of economic development with various others skills that would be an asset to the Joint IDA. Dr. Hawthorne stated that he looked forward to working with Kimber.

CITIZENS' TIME

Chairman DiYorio asked if there were any persons present who would like to address the Board during citizens' time. There being none, Chairman DiYorio proceeded with the meeting.

APPROVAL OF MINUTES—March 29, 2012

Chairman DiYorio asked if there were any corrections, additions, or questions regarding the minutes of the March 29, 2012, meeting and if there was a motion to approve the minutes as presented. Virginia Goodwin noted that she had found a mistake in the date above the check payment listing and that the error had been corrected. Mr. Pack made a motion, seconded by Ms. Dankowski, to approve the minutes as amended. The motion passed unanimously.

APPROVAL OF INVOICES

Chairman DiYorio asked if there were questions or discussion regarding the invoices for April 2012, and if there was a motion to approve the invoices as presented. Mr. Elmore asked if there was a problem with Joint IDA's server or if it had crashed. Dr. Hawthorne noted that the server had not crashed, but that the staff has been experiencing several problems during the past several months as the server is over five years old. He noted that it needed to be replaced and now was a good time. We will save over \$500.00 on the purchase price by doing our own installation. Mr. Patton asked about the charges for the check to ACS/BNY Mellon HSA. Dr. Hawthorne noted that the check to ACS/BNY Mellon was for the employee health savings account monthly payments. Dr. Hawthorne stated that there were three monthly charges that did not show on the monthly check register. The three monthly charges, which are paid electronically, are the federal withholding taxes, Virginia state withholding taxes, and the Simple IRA deposits. He added that these amounts are generally the same each month, and, if the board chooses and approves, these charges will continue to not be explicitly listed each month as there is no readily available accounting report that merges these with the check register. Electronic payment is required for these, and we do not have the option of paying by printed checks. Chairman DiYorio asked if there were any questions regarding the additional monthly charges and if there was a motion to approve the April 2012 invoices. Mr. Patton made a motion, seconded by Mr. Elmore, to approve the invoices from April 2012 as presented. With no further discussion, the motion passed unanimously.

Joint IDA of Wythe County Check Register For the Period From April 1, 2012 through April 30, 2012

Check #	Date	Payee	Amount
6574	4/26/12	Alan R. Hawthorne	\$4,673.90
6575	4/26/12	Virginia M. Goodwin	1,675.01
6576	4/26/12	Appalachian Power	75.83
6577	4/26/12	Alan Hawthorne - Reimbursement	510.06
6578	4/26/12	Anthem Southeast Dental	59.12
6579	4/26/12	Anthem Blue Cross and Blue Shield	1,035.92
6580	4/26/12	Branch Highways, Inc.	87,845.00
6581	4/26/12	Blue Ridge Marketing	456.48
6582	4/26/12	CenturyLink	132.91
6583	4/26/12	ACS/BNY Mellon HSA	588.00
6584	4/26/12	Principal Life Insurance Co.	137.22

6585	4/26/12	Robert G. Moore	1,100.00
6586	4/26/12	Sprint PCS	73.59
6587	4/26/12	Wytheville Office Supply	8.91
6588	4/26/12	Xerox	22.37
6589	4/26/12	Alan Hawthorne - Dell Server for JIDA office	2,327.00

Total **\$100,721.32**

OLD BUSINESS

LOT 24 UPDATE

Dr. Hawthorne updated the Board on the progress of Lot 24. He noted that Branch Highways, Inc., has been working on some start-up work on the site, but that they are awaiting clearer and dryer weather to be able to substantially increase their activity. Dr. Hawthorne added that, since the permits from the Army Corp of Engineers and the DEQ have been received, work on the pond and spring areas has begun and that hopefully, there would not be any more delays or holdups for the continuation of the construction season. Chairman DiYorio noted that this was a good report to be hearing. Ms. Dankowski asked if the land swap between Wythe County and PepsiCo had been completed. Dr. Hawthorne stated that the deed has been received, but that they failed to send the plat. He noted that once the plat is received it would be sent to the county to be recorded. Dr. Hawthorne thanked Ms. Dankowski for her assistance and follow-up during the transaction.

LOT 24 MARKETING MEETING UPDATE

Dr. Hawthorne stated that he was pleased with the turnout for the Lot 24 marketing meeting and that there were approximately 40 participants in attendance. He noted that the event came off as envisioned and that all who participated were enthused about what they were going to be able to contribute to the project. Mike Lehmkuhler, Team Leader of the Strategic Properties Initiative in the Business Development Division of the Virginia Economic Development Partnership, is leading VEDP's marketing of the site and is enthusiastic about Lot 24 getting to the stage when it can be marketed to fast-track projects. Ms. Atwell noted that it was a good meeting and was informative. Chairman DiYorio added that it was interesting to see all of the service companies represented at the meeting (i.e., AEP, VDOT, Norfolk Southern, CenturyLink, the fiber optic companies, etc.) and to see just how each one of them was focused on their contributions to the Lot 24 project. She stated that the meeting gave reinforcement as to how important each of the companies who made presentations was to the project and that the companies learned how important they actually were also. Dr. Hawthorne mentioned that there were three new Wythe County Board of Supervisor members present who were able to hear and learn the importance of the project, not just from the perspective of the Joint IDA, but also from the state's perspective.

2012 INDUSTRY APPRECIATION GOLF TOURNAMENT UPDATE

Mr. Elmore gave an update of the Golf Tournament Committee meeting held prior to the April 26 Board meeting. He noted that there are currently 20 teams who have signed up to play, but that there was a shortfall in reception sponsorships of approximately \$800.00. Mr. Elmore stated that

the Joint IDA looks to have the same quality of tournament as they have in previous years and the funds to cover the reception could be taken from other areas if needed. Chairman DiYorio stated that she had spoken to Smokey's BBQ about serving hotdogs prior to the tournament, but that nothing had been finalized. Mr. Elmore stated that the next meeting the Golf Tournament Committee will be on Monday, May 7, at 1:00 p.m. in the Joint IDA office.

OTHER

Dr. Hawthorne spoke briefly regarding information about Lot 30. He noted that he has been working with an archeologist and that he was told that there was nothing more that needed to be done to the lot prior to a distribution operation being located there. The archeologist stated that what needed to be done has been completed and that he would take the information of what is proposed and the plan for the site back and present it to the Department of Historic Resources (DHR). Cellell Dalton, Wythe County Administrator, concurred that it would be appropriate for the archeologist to present the information and to wait and see what the outcome would be. Dr. Hawthorne added that it is worth the delay to allow the archeologist to handle the matter and to be able to move forward.

NEW BUSINESS

PRESS RELEASE—NEW ASSOCIATE DIRECTOR

Dr. Hawthorne mentioned that the press release announcing Kimberly Simmons as the new Associate Director was released on Tuesday, April 24, and was published in the Wytheville Enterprise on Wednesday, April 25.

JOINT IDA BOOTH AT CHAMBER EXPO—MAY 3

Dr. Hawthorne stated that the Joint IDA will be hosting a booth at the Chamber Expo on May 3, from 4:30 p.m. until 6:30 p.m. He noted that since the Joint IDA is a government agency the Wythe Bland Foundation will be the sponsor for the Joint IDA to attend. Dr. Hawthorne will set up a table with a slide show presenting information regarding the Joint IDA and Progress Park. He asked if any of the Board members would be available to assist with greeting and talking with people as they came by the booth. He asked that if anyone was available to please contact the Joint IDA staff. Chairman DiYorio stated that she would be at the expo and has been assigned other duties, but she will be there later after her assignment is complete. Dr. Hawthorne added that this is a good opportunity to educate the local citizens about what the Joint IDA does, and it is an excellent opportunity for them to see what is going on in Progress Park. He mentioned that he had recently attended the Wytheville Community College job fair and that it was an impressive event. Several companies outside the county had display booths. He noted that the scope of the event was a good indicator of an improving job market.

ACORRIDOR FAM TOUR—JUNE 2012

Dr. Hawthorne spoke briefly about the aCorridor Fam Tour being organized by Tom Elliott, Executive Director of Virginia's aCorridor. He added that the Virginia Economic Development

Partnership will be the primary funder for the tour. Dr. Hawthorne noted that there are three strategic sites being highlighted and that six members of the site consultants guild will be in attendance. He added that the FAM tour would be an opportunity of high visibility for new sites. Mr. Elliott entered into a contract to pay the consultants to visit the sites and noted that compensating the consultants for their participation puts them at an obligation to offer quality feedback regarding the available sites. The event will begin on June 4, with the site tours being held on June 5 and 6. Dr. Hawthorne stated that there will be a reception hosted and led by Virginia's Lt. Governor Bill Bolling at the Heartwood Artisan Gateway in Abingdon. Several individuals from Wythe County will be attending the event including, Danny McDaniel, Board of Supervisors Chairman; Cellell Dalton, County Administrator; Linda DiYorio, Joint IDA Chairman; Carolyn Dankowski, Plant Manager of Gatorade (representing the manufacturers of Wythe County); and Dr. Hawthorne, Joint IDA Executive Director. The consultants will visit Oak Park and Highland Park on the morning of June 5. A luncheon will be held in Marion, Virginia, with Carolyn Dankowski speaking before the group highlighting and discussing the workforce in Wythe County. Progress Park and Wildwood, in Carroll County, will be visited that afternoon. Dr. Hawthorne stated that he has high expectations regarding the event and anticipates that it will be successful.

PROJECT UPDATES

Dr. Hawthorne stated that there were no current updates other than the request for information (RFI) that was spoken about during the marketing meeting. He noted that the first round of information has been provided, that it was a good project, and that there were hopes of having a site visit. Dr. Hawthorne will keep the Board members informed of any new activity or changes as they occur.

OTHER

May 24 Board meeting - Chairman DiYorio mentioned that she may not be able to attend the May 24 meeting. Mr. Elmore stated that he would be available to chair the meeting.

Mid-Atlantic Broadband/AEP activity - Dr. Hawthorne spoke briefly about Mid-Atlantic Broadband and American Electric Power's marketing efforts and obstacles regarding giga parks. He noted that it is not a focused issue since most sites in the service area are considered giga parks. Each park will be provided signs to highlight them as a giga park. Michael MacNeilly, a former Project Manager for the Business Development Division of the Virginia Economic Development Partnership, will be a consultant on the project and will be at Progress Park taking pictures in the near future.

Volvo activity - Dr. Hawthorne noted that he and Jennifer Atwell, Joint IDA Board member and Wytheville-Wythe-Bland Chamber of Commerce Executive Director, would be attending a reception and tour of the Volvo plant following the Board meeting. He added that it was important for Wythe County to be represented due to the fact that a significant number of Wythe County's manufacturing workforce is employed there.

Properties discussed during joint meeting between Joint IDA and Wythe County Board of Supervisors - Ms. Atwell asked if the discussions regarding the properties talked about during the joint meeting of the Wythe County Board of Supervisors and the Joint IDA needed to be

continued during this Board meeting. Dr. Hawthorne stated that unless there were specific inquiries other than what was discussed in March that he felt that no further action needed to be taken until the matter of selling the Health Department building is brought up again. He noted that once the conversations begin about selling the property he feels that he will need to speak with Wayne Sutherland, Wytheville Town Manager regarding the building. Ms. Atwell mentioned that she had heard discussions about the free clinic and that a request was made that the county provide free space for the clinic because other local governments support their free clinics. Dr. Hawthorne noted that he thinks Wythe County may be considering selling the building.

Chairman DiYorio asked if the space where the free clinic is located at the present time is leased. Dr. Hawthorne answered that it was leased. Chairman DiYorio asked Dr. Hawthorne if he would want to handle the situation or if he would like to have one of the Board members attend with him. Dr. Hawthorne stated that he welcomed anyone who would like to go with him when the time is appropriate. Chairman DiYorio said that she would let the Joint IDA staff know if she will attend the meeting with Dr. Hawthorne. Chairman DiYorio suggested that the house on the Ager property be left as is and not try to move the occupants. Dr. Hawthorne stated that he would wait until the subject of the house and Ager property is brought up again by Wythe County to take action on that situation. Chairman DiYorio asked about the Ivanhoe property. Dr. Hawthorne stated that it was open for economic development. Chairman DiYorio asked if the Tourism Committee was aware of the fact that it was available for economic development. Dr. Hawthorne added that they were aware that the land was available for development and that we viewed a tourism-related use as the most appropriate use.

ADJOURN

There being no other business, Chairman DiYorio adjourned the meeting at 3:40 p. m.

Linda DiYorio, Chairman

Attest:

Virginia M. Goodwin, Secretary