June 28, 2007

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, June 28, 2007, at 3:00 p.m. at the Council Room of the Wytheville Municipal Building located at 150 E Monroe Street, Wytheville, Virginia.

MEMBERS PRESENT

William F. Snyder, Vice Chairman
David L. Elmore
Tom W. Jones
Linda DiYorio
Danny Gordon

MEMBERS ABSENT

Joe Freeman, Chairman

EX-OFFICIO MEMBERS PRESENT

None

EX-OFFICIO MEMBERS ABSENT

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

DETERMINATION OF QUORUM

Vice Chairman Snyder called the meeting to order and determined a quorum to be present. Mr. Gordon offered the invocation, and Dr. Snyder led the Pledge of Allegiance.

CITIZENS' TIME

Dr. Snyder asked if there were any persons present who wished to address the board during citizens' time. There being none, he proceeded with the meeting.

BOARD MEMBER RESIGNATION AND RESOLUTION OF APPRECIATION - DAVID JOHNSON

Dr. Hawthorne informed the board that Dr. David Johnson resigned his appointment to the Joint IDA as a consequence of accepting a position at Southside Community College. It is anticipated that the Town of Rural Retreat will have a new appointee by the next board meeting. Mr. Gordon made a motion, seconded by Mr. Elmore, to adopt the following resolution honoring Dr. Johnson. The motion passed unanimously.

R E S O L U T I O N

WHEREAS, the Joint Industrial Development Authority of Wythe County, Wytheville and Rural Retreat wishes to express its appreciation to Dr. David N. Johnson for service to the Authority and citizens of Wythe County; and,

WHEREAS, Dr. Johnson served on the Joint Industrial Development Authority as a representative of Rural Retreat from December 13, 2005, to June 15, 2007, during which time he supported the economic development efforts of Wythe County; and,

WHEREAS, Dr. Johnson worked enthusiastically to advance the economic development of Wythe County, especially through his work in education and workforce development, and most recently as a director of the Joint IDA; and,

WHEREAS, Dr. Johnson also served the citizens of Wythe County through his capable leadership in the Wytheville-Wythe-Bland Chamber of Commerce, Inc:

NOW, THEREFORE, BE IT RESOLVED that the Joint Industrial Development Authority directors, through this resolution, express their esteem, respect, and gratitude to Dr. David N. Johnson for his outstanding contributions to the Board and extend to him best wishes for success, health, and happiness.
Adopted this 28th day of June, 2007.

_____
Joseph W. Freeman, Chairman

ATTEST:

_____
Danielle M. Skeens, Secretary

PRESENTATION - TOM ELLIOTT, VIRGINIA'S ACORRIDOR

Mr. Tom Elliott, executive director of the Virginia's aCorridor, briefed the board on economic development activities in the aCorridor region. He presented a slide show highlighting economic development announcements to date, and noted that much of the capital investment in 2007 is in Wythe County. He discussed regional prospect flow. Mr. Gordon asked how many prospects were looking at Wythe County, and Mr. Elliott calculated that there were about three active prospects. Dr. Snyder asked how the Joint IDA board could help, and Mr. Elliott replied that the Joint IDA is doing a good job and just needs to continue to be prepared for prospects. Mr. Gordon inquired if higher unemployment rates help with recruitment, and Mr. Elliott replied that it can. He also noted underemployment can play a role. Dr. Snyder noted that there was great competition from the coalfield region. Mr. Elliott replied that they have access to funds that the aCorridor does not. Ms. DiYorio commented on lack of a great airport. Dr. Hawthorne commented that the Virginia Economic Development Partnership wants localities to report local company site visits for a state-wide database.

APPROVAL OF MINUTES -June 28, 2007, board meeting

Mr. Gordon made a motion, seconded by Mr. Jones, to adopt as presented. The motion passed unanimously.

APPROVAL OF INVOICES

Dr. Hawthorne noted that check #1044 was transferring money from the Revolving Loan Fund account to the Local Government Investment Pool account. Check #1045 was the annual management fee to the Joint IDA from the Revolving Loan Fund account. Ms. DiYorio inquired about check #5314. Dr. Hawthorne answered that this was for assistance setting up the new server. Mr. Gordon inquired about check #5328 to Principal Life. Dr. Hawthorne explained that staff proposes switching vendors, and this will be discussed later on the agenda. Mr. Gordon made a motion to pay the invoices and to withhold the check to Principal Life pending later action. Ms. DiYorio seconded the motion, and it passed unanimously.

Joint IDA of Wythe County
Check Register
For the Period From May 25, 2007 to Jun 28, 2007

Check #	Date	Payee	Amount
1044	6/28/07	Local Govt Investment Pool	60,000.00
1045	6/21/07	Joint IDA of Wythe County	539.65
5295	6/28/07	Chamber of Commerce	250.00
5296	6/28/07	Companion Life Insurance Co	144.39
5297	6/28/07	Robert G. Moore	1,100.00

Check #	Date	Payee	Amount
5298	6/28/07	Wytheville Golf Club	1,540.00
5299	6/28/07	Xerox	267.86
5300	6/12/07	Appalachian Power	90.81
5301	6/28/07	Alan R. Hawthorne	4,050.76
5302	6/28/07	David L. Elmore	207.79
5303	6/28/07	Daniel B. Gordon	207.79
5304	6/28/07	Danielle M. Skeens	1,746.22
5305	6/28/07	Joseph W. Freeman	207.79
5306	6/28/07	Linda Diyorio	207.79
5307	6/28/07	Michael B. Webb	2,084.44
5308	6/28/07	Tom Jones	207.79
5309	6/28/07	William F. Snyder	207.79
5310	6/28/07	David N. Johnson	138.52
5311	6/15/07	Embarq	2.06
5312	6/15/07	Anthem Southeast Dental	99.22
5313	6/28/07	Sprint PCS	82.44
5314	6/28/07	King/Moore	245.00
5315	6/28/07	Virginia Employment Commission	2.51
5316	6/18/07	Bankcard Services	149.02
5317	6/28/07	Wytheville Office Supply	97.99
5318	6/28/07	Dell Financial Services	3,211.00
5319	6/28/07	First Bank of Virginia	3,094.10
5320	6/28/07	VA Dept Of Taxation	478.01
5321	6/28/07	Danielle M. Skeens	7.76
5322	6/28/07	Alan Hawthorne - Reimbursement	233.83
5323	6/28/07	Anthem Blue Cross and Blue Shield	1,807.14
5324	6/28/07	Mike Webb	7.28
5325	6/28/07	Va Municipal League Group	233.00
5326	6/28/07	Va Municipal Liability Pool	741.50
5327	6/28/07	Embarq	123.73
5328	6/28/07	Principal Life Insurance Co.	105.85
Total			**83,920.83**

OLD BUSINESS

JOINT IDA OFFICE SERVER

Dr. Hawthorne explained that the server is running, but as mentioned during the invoice payments, an outside professional assisted with the set-up. Mr. Elmore asked about backing up files. Dr. Hawthorne replied that a daily back up is done to an external hard drive and once a quarter, key data are put on a tape and stored offsite. Mr. Gordon questioned if this is frequent enough, and Dr. Hawthorne expressed his confidence that it is.

PROGRESS PARK SIGNAGE

Dr. Hawthorne explained the latest idea is to recommend an elevated sign at the entrance to Kents Lane that is visible from the interstates. There could be a second sign near the Kents Lane railroad crossing. This one might be an LED sign. The matter is still being explored and is a long-term item. Dr. Hawthorne informed the board that Supervisor Danny McDaniel asked the Joint IDA what could be done about trucks hitting the island curb at the Progress Park Peppers Ferry Road entrance. Dr. Hawthorne suggested cropping the curb, and presented this idea to Mr. Cellell Dalton. However, Mr. Dalton informed Dr. Hawthorne this is a VDOT matter.

STATUS OF KENTS LANE AND OTHER INFRASTRUCTURE UPDATES

Dr. Hawthorne informed the board that Kents Lane is now open. Mr. Gordon asked about the lack of speed limit signs on Kents Lane, and Dr. Hawthorne responded he never noticed that before. The road is designed for 35 mph traffic. Dr. Hawthorne commented that the New River Regional Water Authority is ahead of schedule, and Wythe County has upgraded its wastewater services to accommodate Gatorade. Ms. DiYorio stated the Wytheville Town Council investigated the Nye Road/Peppers Ferry Road intersection. They are exploring making it a 3-way stop.

OTHER

There was no other old business.

NEW BUSINESS

POWER OUTAGES

Dr. Hawthorne informed the board that some industries complained about power outages and sags that were tripping equipment and creating scrap. Mr. Webb surveyed companies and learned this was not limited to Fairview Industrial Park, where most of the industries complaining were located. Mr. Cellell Dalton told the Joint IDA that there are reliability issues in the Fort Chiswell area as well. The Joint IDA is asking Appalachian Power to identify and to solve this problem. Appalachian Power wants to meet with industries on the week of July 9 to discuss this matter.

NORFOLK SOUTHERN CRESCENT CORRIDOR

Dr. Hawthorne informed the board that the intermodal facility in Progress Park might receive increased attention as Norfolk Southern is planning a Crescent Corridor from New Orleans to Atlanta to New York through Virginia. To get trucks off I-81, Virginia committed $40 million to

the project. The total project is estimated at $2 billion.

REPORT ON MEETING WITH VDOT COMMISSIONER

Dr. Hawthorne explained he met with the VDOT Commissioner to discuss interstate access to Progress Park and upgrading the Exit 77 area. He noted the meeting went well, and this is a key area for a strategic planning committee to explore.

VIRGINIA ALLIES MEETING UPDATE

Dr. Hawthorne reported on the latest meeting. Two topics were discussed. The first was the site visit software that Mr. Elliott earlier discussed. This software allows the local economic developers to enter site visit data, which is used by regional and state economic development agencies to better understand economy dynamics. The second item was a discussion led by the Dominion Power CEO on energy.

PROPOSAL FOR NEW VENDOR FOR TERM LIFE/AD&D AND LONG-TERM DISABILITY INSURANCE

Dr. Hawthorne explained that insurance costs are rising, especially since he and Mr. Webb moved into new age brackets. Mr. Mike Atwood of Bankers Insurance had proposed switching the life insurance, disability, and accidental death and dismemberment insurance to Principal Life to save about $1,600 annually for the same type of coverage. This approximately matches the additional increase in health insurance premiums. Mr. Gordon made a motion to switch vendors and to pay check #5328. Ms. DiYorio seconded the motion, and it passed unanimously.

FINAL BUDGET APPROVAL

Dr. Hawthorne explained that some small changes were made to the proposed final budget such as reflecting the new insurance rates. Mr. Elmore made a motion, seconded by Mr. Gordon, to approve the proposed budget. The motion passed unanimously, and a copy of the budget follows the minutes.

APPROVAL OF CONTRIBUTION OF ACCRUED SICK-LEAVE TO CO-WORKERS

Dr. Hawthorne stated that Ms. Skeens will need more sick leave than she has accumulated for her pregnancy and maternity leave. Currently, the Joint IDA has no policy on transfer of sick leave days, and the town and county allows its employees to do so. Dr. Hawthorne commented that he has reached his maximum sick leave accumulation and Mr. Webb is near to doing so. It is his and Mr. Webb's request to ask permission to transfer some of their sick leave to Ms. Skeens. Mr.

Elmore moved to allow Mr. Webb and Dr. Hawthorne to do so. The motion was seconded by Mr. Gordon, and it passed unanimously.

POTENTIAL STRATEGIC PLANNING COMMITTEE

Dr. Hawthorne commented on the need for a strategic planning committee to discuss items like the Progress Park interstate access. Another item could be the feasability of data center recruitment. Another item is the phase II SREC incubator in the Wytheville area. Perhaps this incubator could be part of a larger office building. A planning committee of Mr. Freeman, Ms. DiYorio, and Dr. Snyder was commissioned.

PROJECTS UPDATE

Mr. Elmore made a motion to enter into 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 Ms. DiYorio, and passed unanimously. Upon reentering open session, Mr. Elmore 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. Gordon, 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:	Linda DiYorio	Dave Elmore
	Danny Gordon	Tom Jones
	William Snyder	

NAYS: None

ABSENT DURING MEETING: Joe Freeman
ABSENT DURING VOTE: Joe Freeman

OTHER

Dr. Hawthorne noted that Governor Kaine is looking closely at workforce development. As such, the Workforce Investment Boards are being reevaluated. It is possible that there will be only one WIB for the entire state or combined regional WIBs. Mr. Elmore declared his opposition to combining the WIBs as the Mount Rogers area has little in common with larger urban areas and it is hard enough to get quorums when the board meeting is nearby. A larger region will make obtaining quorums that much more difficult.

Dr. Hawthorne also informed the board that Mr. Wayne Sutherland was reappointed as Wytheville's representative to the Crossroads Regional Industrial Facility Authority board. Mr. Stephen Bear is the new Wythe County appointee, replacing Mr. Cellell Dalton.

Dr. Hawthorne shared the American Electric Power corporate responsibility report, which included photos of the new 765 KV transmission line dedication in Wythe County.

Mr. Webb shared statistics on job creation and investment in the Enterprise Zone for 2006. The numbers were over four hundred job and twenty-six million dollars of investment.

ADJOURN

There being no other business, Dr. Snyder adjourned the meeting at 4:55 p.m.

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Joseph W. Freeman, Chairman

Attest:

_____
Danielle M. Skeens, Secretary

REVISED AND APPROVED FY 2007-2008 Joint IDA Budget

	2006 Budget	2007 Budget	Change (%)	Change ($)
Appropriation - Wythe County	$135,000.00	$140,004.00	3.71%	$5,004.00
Appropriation - Wytheville	$68,604.00	$71,148.00	3.71%	$2,544.00
Appropriation - Rural Retreat	$10,692.00	$11,088.00	3.70%	$396.00
Total Appropriations	**$214,296.00**	**$222,240.00**	3.71%	$7,944.00
Other fees grants, and reserves	$66,950.00	$65,400.00	-2.32%	($1,550.00)
Total Revenue	**$281,246.00**	**$287,640.00**	2.27%	$6,394.00
Salaries	$146,040.00	$153,342.00	5.00%	$7,302.00
Director compensation	$6,300.00	$6,300.00	0.00%	$0.00
Salary related (FICA/ins/SIMPLE)	$31,326.00	$34,332.00	9.60%	$3,006.00
Services (Act/legal/engin/other)	$7,800.00	$7,900.00	1.28%	$100.00
Office (sup/post/phone/equip/subs)	$27,080.00	$27,300.00	0.81%	$220.00
Advertising/printing	$9,000.00	$5,000.00	-44.44%	($4,000.00)
Dues/membership	$29,000.00	$29,000.00	0.00%	$0.00
Insurance	$3,200.00	$2,966.00	-7.31%	($234.00)
Travel (mileage/hotel/conventions)	$12,000.00	$12,000.00	0.00%	$0.00
Other (host/park/ind apprec/other)	$6,500.00	$6,500.00	0.00%	$0.00
Capital equipment	$3,000.00	$3,000.00	0.00%	$0.00
Total Expenses	**$281,246.00**	**$287,640.00**	2.27%	$6,394.00

[Note: The Budget Detail page creates a large .pdf file, hence is not included in the electronic version. A copy of the Budget Detailed page is available from the Joint IDA office upon request.]