

September 27, 2007

The Joint Industrial Development Authority of Wythe County, Wytheville, and Rural Retreat held a regular meeting on Thursday, September 27, 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

Joe Freeman, Chairman
Dale Yontz
Danny Gordon

William F. Snyder, Vice Chairman
David L. Elmore
Tom W. Jones

MEMBERS ABSENT

Linda DiYorio

EX-OFFICIO MEMBERS PRESENT

R. Cellell Dalton, Wythe County Administrator

EX-OFFICIO MEMBERS ABSENT

Raymond E. Matney, Rural Retreat Town Manager
C. Wayne Sutherland, Jr., Wytheville Town Manager

DETERMINATION OF QUORUM

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

CITIZENS' TIME

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

PRESENTATION - Bill Smith - Fairfield Glade Enterprises

Mr. Jeff Cochran from Lane Engineering spoke on behalf of Fairfield Glade Enterprises. He

displayed a site plan of the subdivision for the former rear Fairview lots with the approximate one hundred and twenty affordable homes shown. He discussed the road issues and various other hurdles they have encountered along the way, but said it has gone very well. He stated that they purchased an additional twenty-five acres adjoining this property as part of this subdivision. These houses will be larger and add to the overall development. Mr. Cochran stated they are currently in discussion with VDOT and the Town of Wytheville concerning the width of the roads in this development. Mr. Gordon asked if the cul-de-sacs will be large enough to accommodate school buses, and Mr. Cochran replied yes. Mr. Cochran also stated the homes will be built in four phases with the connection of George James Drive occurring in the third phase. Mr. Elmore asked when the construction would begin, and Mr. Smith stated they are hoping to get started this fall or winter. Mr. Gordon also asked about the entrance to the subdivision and the site distance at this location. Mr. Smith stated they are in negotiations with VDOT and may have to shave down the bank at the entrance with the land owner's permission or possibly move the entrance location.

PRESENTATION - Keith Thompson, Manufacturing Technology Center

Mr. Keith Thompson, Executive Director of the Manufacturing Technology Center, gave an overview of the MTC program. He stated they have four full-time and three part-time employees. He described the workforce and industrial development services that are available. Last year, the MTC worked on thirty-six projects for twenty-three different clients. They are a resource to existing and prospective industries, and provide training and consulting resources for industries. Their service region covers seventeen Virginia counties and four cities. Their services include, but are not limited to, lean manufacturing, six sigma, CAD capabilities, process improvement for health care, and environmental regulatory assistance. They are promoting open enrollment events to try to increase awareness of their program and services. They have a lean manufacturing and Six Sigma peer group that meets throughout the region, with the next meeting being held on October 16, 2007, at the Wytheville Meeting Center. These meetings are rotated to accommodate all localities. Mr. Thompson stated they also distribute a newsletter. Dr. Hawthorne commented that he is currently an at-large member of the MTC board. He stated it is a great asset to the community and does a great job focusing in on the appropriate niche for Southwest Virginia. Mr. Freeman commented that they have a very good focus. Mr. Gordon asked if any government entity had approached them to look at their operations. Mr. Thompson stated that they had done work for two of the community colleges involving process improvements, but had not had any opportunity to do so for any government agencies.

APPROVAL OF MINUTES -August 23, 2007, board meeting

Mr. Gordon made a motion, seconded by Dr. Snyder, to adopt the minutes as corrected. The motion passed unanimously.

APPROVAL OF INVOICES

Dr. Hawthorne stated that one check needed to be added to the invoices, and it was to the Chamber of Commerce for the Junior Achievement sponsorship in the amount of \$500.00. Mr Gordon made a motion, seconded by Mr. Elmore, to approve the invoices. With no further discussion the motion passed unanimously.

Joint IDA of Wythe County

Check Register

For the Period From August 24, 2007 to September 27, 2007

Check #	Date	Payee	Amount
5364	9/27/07	Alan R. Hawthorne	4,239.30
5365	9/27/07	David L. Elmore	207.79
5366	9/27/07	Daniel B. Gordon	207.79
5367	9/27/07	Dale T. Yontz	207.79
5368	9/27/07	Joseph W. Freeman	207.79
5369	9/27/07	Linda Diyorio	207.79
5370	9/27/07	Michael B. Webb	2,187.01
5371	9/27/07	Tom Jones	207.79
5372	9/27/07	William F. Snyder	207.79
5373	9/27/07	Danielle M. Skeens	1,698.32
5374	9/27/07	Appalachian Power	18.40
5375	9/27/07	Coulter's Florist	45.00
5376	9/27/07	VA Economic Dev Assoc.	227.00
5377	9/27/07	Bankcard Services	20.74
5378	9/27/07	Xerox	267.86
5379	9/27/07	Anthem Southeast Dental	99.22
5380	9/27/07	Anthem Blue Cross and Blue Shield	1,975.07
5381	9/27/07	Principal Life Insurance Co.	105.86
5382	9/27/07	Robert G. Moore	1,100.00
5383	9/27/07	Sprint PCS	82.55
5384	9/27/07	Embarq	131.13
5385	9/27/07	Wytheville Meeting Center	50.00
5386	9/27/07	Mike Webb	52.87
5387	9/27/07	Alan Hawthorne - Reimbursement	329.44
5388	9/27/07	Va Municipal Liability Pool	613.50
5389	9/27/07	First Bank of Virginia	3,237.16
5390	9/27/07	VA Dept Of Taxation	499.16
5391	9/27/07	Town of Wytheville - Postage	9.10
5392	9/27/07	Chamber of Commerce	500.00
Total			18,943.22

OLD BUSINESS

IVANHOE INDUSTRIAL PARK

Dr. Hawthorne informed the board that discussions continue between all entities involved for the feasibility of an affordable housing development. He stated he will keep the board up to date as new information develops.

NEW BUSINESS

FY 2007 FINANCIAL AUDIT REPORT

Dr. Snyder commended the efficiency of the Joint IDA staff and the great job they do in handling the financial responsibility. Mr. Gordon made a motion to accept the 2007 Financial Audit Report, and Dr. Snyder seconded the motion. With no further discussion, the motion passed unanimously.

INDUSTRY TENURE AND SPECIAL RECOGNITION AWARDS/DINNER

Mr. Webb informed the board that due to time constraints at this year's Chamber dinner on November 19, 2007, it has been suggested that the Joint IDA only give out the special recognition and the new industry awards. Mr. Webb recommended giving out the tenure awards at the annual golf tournament in the spring. Mr. Gordon stated that most of the time, the industries do not attend the annual chamber dinner to receive their awards. He stated that giving these awards out at the golf tournament may boost attendance. Mr. Elmore agreed to this statement. Mr. Webb recommended that Lane Industry be given the new industry award and that either Longwood Elastomers or Gatorade be given the special recognition award. Mr. Gordon asked about the wording on the special recognition plaque. The board discussed this issue and decided to leave it as it is. Mr. Gordon made the recommendation to give the special recognition to Longwood Elastomers, seconded by Mr. Yontz. With no further discussion, the motion passed unanimously.

Dr. Hawthorne asked the board about sponsoring a table at this year's Chamber dinner. Mr. Gordon stated the Joint IDA staff and their spouses should get tickets, with the remainder going to those that are on the board. Dr. Hawthorne thanked the board for purchasing a ticket for Ms. Sherry Hawthorne, as she does volunteer services to the Joint IDA throughout the year. Mr. Gordon made a motion to be a gold sponsor at \$500. This will purchase eight total tickets. Dr. Snyder seconded the motion. There was no discussion, and the motion passed unanimously.

STRATEGIC PLANNING COMMITTEE UPDATE

Dr. Hawthorne apprised the board of the recent meetings of the Strategic Planning Committee. He stated they have been meeting on a regular basis for the past several months discussing key strategic items for the Joint IDA. He commented that they were looking and researching data centers, access from the interstate into Progress Park, a business technology park, and workforce development. He informed the board that they would be preparing a draft report for the board to review at the October meeting.

PROJECTS UPDATE

Mr. Jones 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 Dr. Snyder, and passed unanimously. Mr. Jones made motion, and Mr. Gordon, seconded, to reconvene in open session. The motion passed unanimously. Mr. 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. Elmore, 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 David Johnson
 Joe Freeman Tom Jones
 Dave Elmore Danny Gordon
 Dale Yontz

NAYS: None

ABSENT DURING MEETING: Linda Diyorio
ABSENT DURING VOTE: Linda Diyorio

OTHER

Mr. Webb informed the board that Mr. Leon Roark offered to make hay from the acres at the Fairview Industrial Park entrance. Mr. Jim Williams has done this in the past. The board decided that Mr. Webb should contact Mr. Williams to see if he is interested in mowing this area since he has been taking care of this in years past. The board stated if he does not wish to cut it, then it is fine for Mr. Roark to do so.

Mr. Jeff Cochran with Lane Engineering out of Big Stone Gap, announced that they have merged with J.A. Gibson Associates in Wytheville, and their new name will be The Lane Group. He stated they will have addresses in Big Stone Gap, Chilhowie, and Wytheville starting in October.

Dr. Hawthorne asked the board if they would like to tour the New River Regional Water Authority prior to the October meeting. He stated October would be the best upcoming month to take this tour. He recommended the board gather for lunch at Peking Restaurant, then take the tour before the 3:00 regular meeting. The board agreed to this.

ADJOURN

There being no other business, Mr. Freeman adjourned the meeting at 4:29 p.m.

Joseph W. Freeman, Chairman

Attest:

Danielle M. Skeens, Secretary