

Minutes of the Town of Bedford

Economic Development Authority

The Economic Development Authority held a scheduled meeting on Wednesday, February 15, 2023, at 1:00 p.m. in the Council Hall, Town Municipal Building, 215 East Main Street, Bedford, VA 24523. This meeting was rescheduled from the usual meeting date of February 10 due to a call meeting by the Chair.

Board members present:

Mr. Jonathan Buttram, Chairman; Mr. David Sensenig, Vice-Chairman; Ms. Lynn Scott; Mr. Kevin Turner; Mr. Ryan Kirkpatrick; Mrs. Liz Brown; and Mrs. Michelle Crumpacker

Board members absent:

None

Staff present:

Ms. Mary Zirkle, Director of Planning and Community Development; Mrs. Anne Cantrell, Director of Finance; and Ms. Cathy Johnson, Administrative Assistant

Staff absent:

None

Other present:

Mr. Theodore Craddock of Caskie & Frost, Attorney of Record for Economic Development Authority (via phone)

Other absent:

None

Meeting Called to Order:

The Chair called the meeting to order. There was a quorum present for conducting business.

The Clerk gave the roll-call:

Mr. Turner	Present
Ms. Scott	Present
Mr. Kirkpatrick	Present
Mrs. Brown	Present
Mrs. Crumpacker	Present
Mr. Sensenig	Present
Mr. Buttram	Present

Approval of Minutes:

Mr. Kirkpatrick made a motion to approve the January 13, 2023, minutes and Ms. Scott seconded. The motion carried 7-0 to approve the minutes as presented.

Remarks by Chairman and Members:

Mr. Buttram stated that the Town is closing on the Winoa building in March 2023, and he would discuss more in closed session.

Mr. Buttram stated that the Town was nominated of approval at the GoVirginia Region 2 meeting. Ms. Zirkle stated that the next step is before the State board this month or next. The goal going forward is to have a master plan of the Winoa site.

Reports from Town Staff:

Mrs. Cantrell gave the financial report. She stated that the current interest is \$351.61 and the current balance is \$758,614.37.

Reports from Attorney:

None.

New Business:

The Authority discussed the warehouse rental request at 1 Abrasive Avenue. Mr. Hunter Allen was present to reason with the Authority for the Town to rent a 4,000sf space of the Winoa building to him for storage. Mr. Allen stated that his merchandise/shipment will be brought in and shipped out. Mr. Allen discussed why he is asking for rental space. (1) The switch out is still at Winoa. (2) He plans to only receive 2-4 rail cars a month. (3) He will be using a forklift to move around the stored merchandise and shipping it via truck about 2 ½ truckloads. (4) There will be no electrical or heat needed since this request is only for storage. (5) Mr. Allen stated that he wanted to put a door and ramp in the building which he will do.

Mr. Allen stated that the goal of the meeting is to determine if the EDA was interested or not in his proposal to rent 4,000sf of the building on long-term basis about 2-3 years. Mr. Allen was suggesting possibly offering \$4,000 (less or more) to rent the space. Mr. Allen stated that two or three new jobs might be created. The Authority was concerned about security and asked if the door would be shut at night. The Authority asked about how many rail cars will be arriving or dropped off at a time. Mr. Allen stated that there will be about two at a time. The rail cars will be parked and he will move the shipment with a forklift. He stated that it will take about 24 hours to load and unload the rail cars. After discussion, staff clarified that there would be two rail cars inside the building and two outside the building at a time.

Mr. Buttram explained that the Town does not actually own the property at this time, and wished to get back with Mr. Allen regarding its decision. Mr. Craddock advised the Authority to continue the discussion in closed session.

Incentives:

Ms. Zirkle brought before the Authority to discuss a determination of Real Property Grant process for 118 East Main Street – Harrison Building. Ms. Zirkle stated that she needed guidance on how the Authority wanted to handle the approval of incentives that will expand for the next two years. The owner is proposing renovation on the front side and then the rear side of the building over a two-year period due to cost. The applicant would have to submit two incentives during those years. The Authority would have to approve them once they are brought back twice. Ms. Zirkle explained that the applicant would not reach the cap on both submittals as she currently calculated. The Authority expressed that it had no concerns. Ms. Zirkle agreed and would inform the owner of the Authority’s determination.

Closed Session:

Mr. Craddock read into record to enter closed session pursuant to Section 2.2-3711 (a) (3) and Section 2.2-3711 (a) (5) in the Code of Virginia of 1950, as amended: Section 2.2-3711 (a) (3) for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and, Section 2.2-3711 (a) (5) for discussion concerning a prospective industry where no previous announcement has been made. The Chair asked for a motion. Mr. Turner moved to make the motion to enter into closed session as read and Ms. Scott seconded. The motion carried by a roll call vote 7-0, to enter closed session.

Mr. Turner	Aye
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye
Mr. Buttram	Aye

In addition to EDA members, the following were present during the closed session: Mr. Craddock, Attorney (via phone); Ms. Zirkle, Director of Planning and Community Development; Mrs. Cantrell, Finance Director; and Ms. Johnson, Administrative Assistant.

Mr. Craddock advised the Authority to make a motion to exit the closed session. Mr. Kirkpatrick made a motion to exit the closed session, and Mrs. Brown seconded. The motion was carried by a roll call vote of 7-0, to exit closed session. The roll call vote as followed:

Mr. Turner	Aye
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye
Mr. Buttram	Aye

Mr. Craddock advised the Authority to make a motion to Section 2.2-3712 of the Code of Virginia, to certify at the conclusion of the closed meeting only public business matters lawfully exempted from open meeting requirements under this chapter and only such public business matters as were identified in the motion by which the closed meeting was convened were heard.

Mr. Sensenig made a motion to certify the closed session as read by Mr. Craddock and Mr. Turner seconded. The motion was carried by roll call vote as follows:

Mr. Turner	Aye
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye
Mr. Buttram	Aye

The Authority reconvened into regular session, and the Chair asked for a motion to execute land purchasing negotiations with the adjacent property owners to property owned by the Town in closed session as advised by Mr. Craddock. Mr. Sensenig made a motion to ratify the Authority granted to the Chair as discussed in closed session. Mr. Kirkpatrick seconded. The motion was carried by roll call vote as follows:

Mr. Turner	Aye
Ms. Scott	Aye
Mr. Kirkpatrick	Aye
Mrs. Brown	Aye
Mrs. Crumpacker	Aye
Mr. Sensenig	Aye
Mr. Buttram	Aye

Ms. Zirkle announced that there will be a joint EDA meeting with the County on Thursday, March 2, 2023, the members will be present at 5:00 p.m. for dinner, and the meeting will start at 5:30 p.m. in the Bedford County Ground Floor Training Room located in the County Administration building at 122 E. Main Street.

Adjournment:

The meeting adjourned at 2:00 pm. The next regular meeting will be on Friday, March 10, 2023, at 1:00 pm.

Respectfully submitted,

Cathy Johnson, Secretary

Approved on March 10, 2023


Mr. Jonathan Buttram, Chairman