

***Scott County Economic Development Authority
and Scott County Chamber of Commerce
Meeting Dates and Special Events***

The March meeting of the Scott Co. EDA will be held on Monday, March 19th, 2018 at 6:00 p.m. in the Board Room of the Scott Co. Administrative Offices located at 190 Beech Street, Suite 201, Gate City, VA. All meetings are open to the public.

The March meeting of the Scott County Chamber of Commerce will be Wednesday, March 14th at 12 Noon at the Cove Ridge Center at Natural Tunnel State Park.

SCOTT COUNTY ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
JANUARY 24, 2018

VIRGINIA

A meeting of the Scott County Economic Development Authority was held on Wednesday, January 24, 2018 at the Scott County Administrative Offices located at 190 Beech Street, Suite 201, Gate City, Virginia.

ROLL CALL OF MEMBERS

There was not a formal roll call; however, the following members were present/absent as indicated:

Eric Lane	Present
Greg Baker	Absent
Charles Fugate	Entered Late
Roger Fraysier	Present
Ross Jenkins	Present
Dennis Horton	Present
Brad Bowen	Present

OTHERS PRESENT:

John H. Kilgore, Jr. – Director
Sally Kegley – County Attorney

Executive Director, John Kilgore, called the meeting to order and welcomed everyone. John then asked for nominations for Chairman.

Ross Jenkins made a motion, duly seconded by Eric Lane, to nominate Roger Fraysier as Chairman. There being no further nominations, Dennis Horton made a motion, duly seconded by Ross Jenkins, that nominations cease, and Roger Fraysier be elected Chairman by acclamation.

VOTING: AYE: Eric Lane; Roger Fraysier; Ross Jenkins; Dennis Horton;
Brad Bowen
NAY: None
ABSENT: Greg Baker; Charles Fugate

Roger thanked the board for their confidence in him. He said he hoped changing the meeting from last week due to the inclement weather wasn't an inconvenience to anyone. He then asked for nominations for Vice Chairman.

VICE CHAIRMAN

Eric Lane made a motion, duly seconded by Brad Bowen, to nominate Ross Jenkins as Vice Chairman. There being no further nominations, Dennis Horton made a motion, duly seconded by Brad Bowen, that nominations cease, and Ross Jenkins be elected Vice Chairman by acclamation.

VOTING: AYE: Eric Lane; Roger Fraysier; Ross Jenkins; Dennis Horton;
Brad Bowen
NAY: None
ABSENT: Greg Baker; Charles Fugate

SECRETARY/TREASURER

The Chairman asked for nominations for Secretary/Treasurer.

Dennis Horton made a motion, duly seconded by Eric Lane, nominating the Executive Director, John Kilgore, as Secretary/Treasurer. There being no further nominations, Ross Jenkins made a motion, duly seconded by Brad Bowen, that nominations cease, and John Kilgore be elected Secretary/Treasurer by acclamation.

VOTING: AYE: Eric Lane; Roger Fraysier; Ross Jenkins; Dennis Horton;
Brad Bowen
NAY: None
ABSENT: Greg Baker; Charles Fugate

Charles Fugate entered the meeting

MEETING DATE, TIME, AND LOCATION

Sally said the EDA Bylaws have the meeting date as the third Tuesday of each month. If the board sets a different date, the Bylaws need to be amended.

Dennis Horton made a motion, duly seconded by Ross Jenkins, to set the regular monthly EDA Board meetings on the third Wednesday of each month beginning at 6:00 p.m. at the Scott County Administrative Offices located at 190 Beech Street, Suite 201, Gate City, VA 24251.

VOTING: AYE: Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins;
Dennis Horton; Brad Bowen
NAY: None
ABSENT: Greg Baker

The Bylaws will be amended at the March meeting to allow time for the 30-day notice.

MINUTES

Ross Jenkins made a motion, duly seconded by Brad Bowen, to approve the December 13th, 2017 meeting minutes as submitted.

VOTING:	AYE:	Charles Fugate; Roger Fraysier; Ross Jenkins; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker
	ABSTAIN:	Eric Lane; Dennis Horton

PUBLIC COMMENTS

There were no public comments.

RIVERSIDE DEVELOPMENT

- Application to VCEDA has been approved (\$300,000)
- DHCD application has been approved (\$250,000)
- Both are for site development of a ready to go site at the Riverside property

John said we can now proceed. The board has a couple of options available. We can advertise the project once DHCD is ready, or we can work with an engineer, or bid it out for a contractor that does excavation. We have to make sure DHCD is on board with this.

Dennis asked if we have to make any kind of assurances or guarantees. John said geo-tech would be a part of these services.

Charles asked which would be the most economical and inexpensive. John said design/build would be the most economical because they have an engineer on board.

John said he would provide an update at the next board meeting. DHCD would be the stumbling block.

Ross said it all depends on what DHCD says. We have to go by their federal rules.

Ross Jenkins made a motion, duly seconded by Dennis Horton authorizing the Chairman and Executive Director to sign any and all documents related to the design/build of a ready to go site at the Riverside property pending DHCD's approval.

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker

DANIEL BOONE WILDERNESS TRAIL INTERPRETIVE CENTER

- Construction still on schedule
- Wall insulation installed
- HVAC complete
- Electrical on-going
- Stone work and siding complete
- Site concrete complete
- Painting inside is ongoing
- Storefront and glass have been installed

- Approx. \$4 million project

The next part of the project is to get an exhibit firm on board. The firm will start building exhibits and then installing in May and June. We already have the proposals and need to approve the best proposal. The firm will work with Design Minds, and the funding comes from the Scenic Byways money that was matched by the Virginia Tobacco Commission.

John also showed the draft video produced by Argentine Productions that will be a part of the exhibit area. They did a great job, especially with the weather they faced while filming.

They are refining the video with comments provided by representatives of the DBWT Association on what should be included.

John was asked by Charles if credits were necessary for the film. John said he was sure there would be, and added that it will be about a 5 minute video.

John said sometime in the summer we will plan a grand opening and include everyone that has assisted us with the project.

DUFFIELD SIGN

- Sign and landscaping installed
- Lighting project being coordinated by PVEC
- Target is to have work completed by the end of February

The bank that owns adjacent property is the holdup on getting an easement for electricity to the sign.

PLANNING

This is still a work in progress. We need to get the committee back together and, hopefully, have something for the next meeting. We have sent a copy to Brad for him to look at and give feedback. If anyone has anything for us to consider, please send to us.

DIRECTORS REPORT

- Attended TVA annual luncheon on December 18th for economic development organizations
- Presented an economic development update at the Board of Supervisors meeting on January 3rd
- Attended NETRIDA luncheon on January 4th
- Participated in the Community Services Building progress meeting on January 4th
- Participated in the DBWT Int. Center progress meeting on January 4th
- Attended the Virginia Tobacco Commission meetings in Richmond on January 8th and 9th
- Attended the Chamber meeting on January 10th
- EDA orientation for new member on January 11th at LENOWISCO offices

The new offices are looking great, and will be ready to move into sometime around mid-February.

CALENDARS

The calendars were reviewed with no changes.

FINANCIALS

The VCEDA fund balance report for November showed a balance of \$68,192. The EDA expenditure

report showed 51% remaining. The Community Services Building showed 30% remaining and the Crooked Road Tech Center had 24% remaining.

The committee will soon begin working on the 2017-18 budget to submit to the county.

SCOTT COUNTY HORIZONS LEADERSHIP CLASS

The board was asked to once again consider sponsoring one student for the Scott Co. Horizons Leadership class at a cost of \$125.

Dennis asked how candidates are selected. John said that applications are submitted and scholarships are awarded based on need.

Dennis Horton made a motion, duly seconded by Eric Lane, to sponsor one Scott Co. Horizons student at a cost of \$125 to be taken out of the training line item.

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker

Dennis asked if there was enough money left to restripe the parking lot. John said we will need to work with the county to figure out what percentage the county will pay.

Dennis added that you can't see where to park. John agreed and said this has been mentioned.

Roger asked about the list of accomplishments. John read the accomplishments as follows:

- Managed installation of Riverside sign
- Managed installation of Scott Co. Regional Business and Technology Park sign and coordinated with TVA, PVEC, and the sign company
- TVA Rural Economic Development Organization certification application prepared and submitted to independent consultant. A site visit was scheduled with a team from Scott Co. to review and answer specific questions.
- Drone pictures were coordinated of Riverside property and Duffield property
- Financial conduit for Community Services Building 2nd floor additional buildout
- EDA voted in support of a resolution for Hydroelectric Pumped Storage Revenue Sharing
- Support letters for two businesses that submitted applications to the VCEDA SEED Capital fund – Homestead on the Holston and Roberts Mill Suites, LLC
- Hotel Study was initiated
- Purchased additional equipment for the Advanced Manufacturing COE in Duffield
- Approved grants/loans from Va. Tobacco Commission, VCEDA, and DHCD for site development at Riverside
- Discussing and refining planning document
- Assisted with TeleTech's opening for their new client – GE Healthcare
- Accepted transfer from DDA of Duffield Industrial Park
- EDA board approved an extension of the MERBI lease (Pioneer Center)
- 14 new prospects, 5 site visits, 5 RFI, and continue to work with existing leads
- 20 RBEG loans approved to date (1 in 2017), \$411,900, 62 employees
- Space was leased within the Crooked Road Tech Center to Komatsu, formerly Joy Global
- Started training with TVA on workforce development and will finish in 2018
- Coordinated DBWT project

- Continued assistance of the Trail and Bush Mill projects

Sally said that all the counties have approved the transfer from the DDA to the EDA.

John said all of these are great accomplishments. We will be glad to email these out to the entire board.

John said we have one business that is submitting an application to VCEDA'S SEED Capital fund which is Paul Fields. He is going to ask them for \$15,000 which has to be matched dollar for dollar. He is asking for a letter of support from the EDA.

Dennis asked if it was a loan. Ross said it is a grant for storage expansion. Brad asked what kind of storage units. John said it was outside storage units on Yuma Road.

Ross Jenkins made a motion, duly seconded by Dennis Horton, to write a letter of support for Mr. Field's application to the VCEDA SEED Capital fund.

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker

CLOSED SESSION

The Chairman stated there was a need to enter into Closed Session pursuant to Virginia Code Section 2.2-3711 for the purpose of discussing A.5 Prospects (Gate City, Weber City, Dungannon and Duffield).

Charles Fugate made a motion, duly seconded by Eric Lane, to enter into Closed Session pursuant to Virginia Code Section 2.2-3711 for the purpose of discussing A.5 Prospects (Gate City, Weber City, Dungannon and Duffield).

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker

OPEN SESSION

Dennis Horton made a motion, duly seconded by Ross Jenkins, to exit Closed Session and re-enter Open Session.

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Scott County Economic Development Authority 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 2.2-3712 of the Code of Virginia requires a certification by the Scott County Economic Development Authority that such closed meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED that the Scott County Economic Development Authority 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 executive meeting to which this certification 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 Scott County Economic Development Authority.

Dennis Horton made a motion, duly seconded by Brad Bowen, to certify the Closed Session.

APPROVAL:

Eric Lane	Yes
Greg Baker	Absent
Charles Fugate	Yes
Roger Fraysier	Yes
Ross Jenkins	Yes
Dennis Horton	Yes
Brad Bowen	Yes

Ross Jenkins made a motion, duly seconded by Charles Fugate to approve a \$1,000,000 application to VCEDA for an unnamed prospect. The Chairman and Director are also authorized to sign any and all documents related to the application.

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker

MEMBER COMMENTS

Charles said he talked to Phil and said he missed attending the meetings and would like to hear from everyone. He said he is doing as well as expected.

ADJOURNMENT

Ross Jenkins made a motion, duly seconded by Brad Bowen, to adjourn the meeting to Wednesday, February 21, 2018 at 6:00 p.m. in the Board Room of the Scott County Administrative Offices located at 190 Beech Street, Suite 201, Gate City, Virginia.

VOTING:	AYE:	Eric Lane; Charles Fugate; Roger Fraysier; Ross Jenkins; Dennis Horton; Brad Bowen
	NAY:	None
	ABSENT:	Greg Baker