

Economic Development Authority of Patrick County
Meeting of June 21, 2007

Present: Glenn Roycroft, Chairperson; Steve Swartz; Terry Dalton; Noel Wood; Dale Puckett; David Young and Terry Tilley

Also Present: Tom Rose, Economic Development Director; Jane Hughes, Administrative Assistant; Nancy Lindsey, The Enterprise

Absent: Gail Harding, Felecia Shelor and Carolyn Beale

A meeting of the Economic Development Authority of Patrick County was held on Thursday, June 21, 2007, at 7:00 PM in the Second Floor conference room of the Patrick County Veteran's Memorial Building.

Mr. Roycroft called the meeting to order. The amended agenda was presented for approval. Mr. Wood made the motion and was seconded by Mr. Swartz to approve the amended agenda as presented.

Voting Aye: Glenn Roycroft, Terry Dalton, Steve Swartz, Noel Wood, Dale Puckett

Voting Nay: N/A

Abstaining: N/A

The minutes of June 4, 2007 meeting was presented for approval. Mr. Swartz made motion and was seconded by Mr. Wood to approve the amended minutes to list Terry Dalton as an absentee.

Voting Aye: Glenn Roycroft, Steve Swartz, Noel Wood, Dale Puckett

Voting Nay: N/A

Abstaining: Terry Dalton

BILLS:

Mr. Roycroft presented the following bill(s) to be paid.

EDA General Checking Account:

838	BB& T of VA (Note 1, Payment #20)	3,526.64
839	Embarq (RCCP Pump Station Phone Service)	29.04

EDA Projects General Revenue And Expenditures:

1047	BB& T of VA (Note 3, Payment #9)	3,159.69
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Mr. Dalton made motion and was seconded by Mr. Swartz to pay the bills as presented.

Voting Aye: Glenn Roycroft, Steve Swartz, Terry Dalton, Dale Puckett

Voting Nay: N/A

Abstaining: Noel Wood

After discussion, Mr. Swartz made motion and was seconded by Mr. Puckett to approve the EDA office to pay the routine monthly bills as follows: BB&T for Notes 1 and 3, Embarq and Appalachian Power and present the list at the next meeting.

Voting Aye: Glenn Roycroft, Steve Swartz, Terry Dalton, Dale Puckett

Voting Nay: N/A

Abstaining: Noel Wood

Mr. Dalton also suggested that a report of the balances on the two Notes at BB&T be included in the financial reports, at least on a quarterly basis.

Mr. Rose presented to the Board Members the Patrick County Economic Development Authority 2004, 2005 and 2006 Financial Reports prepared by Robinson, Farmer, Cox Associates, Certified Public Accountants.

Mr. Rose presented to the Board Members with a drawing (copy attached) of the Interior Build-out for Shell Building, Floor Plan & Finish Schedule, prepared by Smith & Beasley, PC, for the additional cubicles at Results Stuart. Mr. Swartz asked if there would be additional outside work. Mr. Rose said that 50 additional parking spaces would be done in gravel. The week of June 11th, Mr. Rose met with the electrical and plumbing engineer, Mr. Charles McKenzie and Mr. Rose should receive a drawing next Tuesday, June 26, 2007. An advertisement for a 60-day Bid should go out by July 4, 2007.

During discussions by the Board Members, the question was asked, “Why wasn’t there a door drawn to go in through the break room instead of going through the kitchen?” Mr. Rose reported that Results did not request an additional door but that he will email and ask if Results wants a second door on the outside wall.

Mr. Rose presented to the Board Members that he had met with Ms. Marie Ferguson of the West Piedmont Business Development Center, Martinsville, VA. The Incubator Center leases out office space, pc’s, fax, phone to new businesses for \$100.00 per month. The Center also assists in writing initial business plans and assist new businesses in their start-up needs. One hundred and twenty one new jobs have been created through this Incubator Center. A new satellite center will be located in the Patrick Henry Community College, Stuart location (see attachment). The Martinsville Incubator Center will supply \$20,000.00 to revamp this office space. Mr. Rose will be working closely with this Center.

Mr. Rose reported to the Board Members that he has started the Meadows of Dan Enterprise Mapping process. A lot of the existing mapping for the Enterprise Zone will need to be revamped. Approximately 800 acres are left in the Enterprise Zone for this area.

Mr. Rose presented to the Board Members that in his visits to area businesses that one of their complaints was lack of skilled applicants. Mr. Rose, with the assistance of the Patrick Henry Community College personnel, will present an Application & Interview Training Workshop for two to three days at the College. The workshop will include do’s and don’ts of the interviewing skills and basic etiquette for applicants.

Mr. Rose presented to the Board Members that he had gotten two estimates on the Rich Creek Signage Lighting of approximately \$2,380.00 from AEP. One estimate included erecting two poles, 15 feet left of signage and to run the electrical line underground. The second estimate was for approximately \$6,700 to run the electrical line from the Rich Creek location. Mr. Rose also passed out information regarding solar lighting (LED) estimate of \$489.00 per each side for the Rich Creek signage.

Mr. Swartz made motion and was seconded by Mr. Dalton for Mr. Rose to proceed with securing the solar lighting and with the cost to not exceed \$1,000.00.

Voting Aye: Glenn Roycroft, Steve Swartz, Terry Dalton, Noel Wood

Voting Nay: Dale Puckett

Abstaining: N/A

Mr. Tilley told the Board Members that the Town of Stuart had a bucket truck that EDA could use to install the lighting, if needed.

Mr. Rose presented the Board Members with a Deed of Correction for BB&T on Note #3 for clarification of the correct name of the EDA to read Economic Development Authority of Patrick County. Mr. Roycroft will need to sign the deed.

Mr. Swartz made motion and was seconded by Mr. Puckett for Mr. Roycroft to sign the Deed of Correction for BB&T.

Voting Aye: Glenn Roycroft, Steve Swartz, Terry Dalton, Noel Wood, Dale Puckett

Voting Nay: N/A

Abstaining: N/A

OTHER BUSINESS:

Mr. Rose reported to the Board Members that he had contacted and had no response from the bid winner, Southern States, Mt. Airy, NC, to lime and fertilize the land at Rich Creek. It was suggested that Mr. Rose call Southern States and tell them that the bid will be withdrawn within three days if Southern States do not respond to do the work and for Mr. Rose to contact the second bid, Carter accomplish the work.

On motion by Mr. Swartz and seconded by Mr. Puckett, the meeting was called into Executive Session under the appropriate codes of Virginia to discuss Legal 2.2-3711 (A)(7), and Unannounced Prospective Business 2.2-3711 (A)(5). On motion by Mr. Swartz and seconded by Mr. Wood, the meeting was reconvened by the appropriate codes. A roll call vote was taken with a unanimous vote that only the items listed was discussed during Executive Session.

Mr. Roycroft called for a report from the Nominating Committee. Mr. Swartz reported that the Committee had met and presented a slate of officers that consented to serve for the 2007/2008 year as follows: Mr. Glenn Roycroft, Chairperson; Ms. Gail Harding, Vice-Chairperson and Mr. Terry Dalton, Secretary. Mr. Swartz recommended that the new slate of officers be brought in by acclamation.

Mr. Wood made the motion and was seconded by Mr. Puckett to approve the slate of officers as presented.

Voting Aye: Glenn Roycroft, Steve Swartz, Terry Dalton, Noel Wood, Dale Puckett

Voting Nay: N/A

Abstaining: N/A

Mr. Roycroft presented a copy of the Economic Development Authority 2007-2008 Standing Committees to the Board Members (copy attached).

Being no further business to discuss, on motion by Mr. Swartz and seconded by Mr. Wood, the meeting was adjourned.

Voting Aye: Glenn Roycroft, Steve Swartz, Terry Dalton, Noel Wood, Dale Puckett

Voting Nay: N/A

Abstaining: N/A

Chairperson

Date

NEXT MEETING: July 2, 2007