

A meeting of the Botetourt County Economic Development Authority was held on **Thursday, July 28, 2023**, at 2:00 p.m. at the Botetourt County Administration Center at Greenfield in Room 229.

**Members Present:**

Mr. John Kilby - Chairman	Mr. David Bryan
Mr. John Griffin – Vice Chairman	Mrs. Mary Bess Smith
Mr. Jeff Emry	Mr. John Alderson
Mr. Lyn Hayth	

**Members Absent:**

None

**Others In Attendance:**

Mr. Gary Larrowe (2:23 p.m.)	Mr. Ken McFadyen
Mr. Jon Lanford (2:14 p.m.)	Mr. Luke Campbell
Mr. David Moorman	Ms. Kim Stewart
Mr. Webster Day	

Call to Order and Public Comment

Mr. Kilby called the meeting to order and asked if anyone would like to make public comment. Hearing none, he proceeded to approval of minutes.

Approval of Meeting Minutes of June 30, 2023

Mr. Kilby asked if everyone had reviewed the minutes from the June 30, 2023, meeting and called for a motion for approval. Mr. Bryan called for a correction to the agenda item regarding Altec and called for Mr. Emry's name to be removed from the voting line, as he abstained from voting. Mr. Alderson motioned for approval with the correction and Mr. Emry seconded. With all in favor, the motion passed.

AYES: Mr. Kilby, Mr. Griffin, Mr. Emry, Mr. Alderson, Mrs. Smith, Mr. Bryan, Mr. Hayth

NAYES: None

ABSENT: None ABSTAINING: None

Approval of Transfer of Funds from VCCS to Botetourt County

Mr. McFadyen explained that it was reflected in the budget presented last month that the County manages the maintenance and upkeep of the Virginia Western- leased facilities at Greenfield. It is on the agenda now to approve transferring the rent funds that VWCC sent the EDA to the County. Mr. Griffin made the motion and Mr. Alderson seconded, and with all in favor and none opposed, the motion passed.

AYES: Mr. Kilby, Mr. Griffin, Mr. Emry, Mr. Alderson, Mrs. Smith, Mr. Bryan, Mr. Hayth

NAYES: None

ABSENT: None ABSTAINING: None

Greenfield Waterline Design Agreement

Mr. McFadyen explained that when Munters built their facility, it was close to an existing Western Virginia Water Authority (WVWA) water line and that line is now too deep for the Water Authority's comfort. The WVWA has asked the EDA if they would manage the construction of a new water main that the WVWA will pay for one hundred percent, but would just like the EDA to manage the construction of because it is in the business park. The work could be included in the project when the sewer line for Lot 3 gets constructed. Mr. McFadyen showed an illustration to help explain the Water Authority's request. The new line would run adjacent to the future International Parkway extension and would tie in with the sewer. The road will be 1,250 feet. In the EDA's packet

is a Greenfield Waterline Design Agreement as well as a task order from Hurt & Proffitt for the design and surveying of this work, which the Water Authority will pay in full. Mr. Alderson motioned for the EDA to approve the Water Authority agreement and Mr. Griffin seconded. With all in favor and none opposed, the motion passed.

AYES: Mr. Kilby, Mr. Griffin, Mr. Emry, Mr. Alderson, Mrs. Smith, Mr. Bryan, Mr. Hayth

NAYES: None

ABSENT: None ABSTAINING: None

#### Closed Session

Mr. Kilby then called for a motion to go into Closed Session:

Motion to go into closed session to discuss the acquisition and disposition of real property for purposes of economic development, in the Amsterdam district (including Greenfield) and Buchanan districts where discussion in an open meeting would adversely affect the Authority's bargaining position or negotiating strategy, pursuant to Section 2.2-3711 (A) (3) of the Code of Virginia of 1950, as amended.

Motion to go into closed session to discuss prospective businesses or industries or the expansion of existing businesses or industries, in the Amsterdam (including Greenfield) and Buchanan districts where no previous announcement has been made of the businesses' or industries' interest in locating or expanding facilities in the community, pursuant to Section 2.2-3711 (A) (5) of the Code of Virginia of 1950, as amended.

Mr. Hayth made the motion and Mr. Griffin seconded. And with all in favor and none opposed, the motion carried.

AYES: Mr. Kilby, Mr. Griffin, Mr. Emry, Mr. Alderson, Mrs. Smith, Mr. Bryan, Mr. Hayth

NAYES: None

ABSENT: None ABSTAINING: None

#### Return to Open Session

Mr. Kilby read the following resolution:

BE IT RESOLVED, it is certified that to the best of each Authority member's knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motions to go into Closed Session were heard, discussed, or considered during the Closed Session.

The EDA then returned to Open Session with Roll Call:

AYES: Mr. Kilby, Mr. Griffin, Mr. Emry, Mr. Alderson, Mrs. Smith, Mr. Bryan, Mr. Hayth

NAYES: None

ABSENT: None ABSTAINING: None

#### Action Items / Old & New Business

Mr. McFadyen mentioned the need for a Public Comment Policy for the Authority to review and approve. Should the Authority receive public comment, a policy similar to that used by the Board of Supervisors may be helpful.

Mr. McFadyen reported back on investment opportunities requested at the June meeting. Mr. McFadyen spoke with VML VACO Finance on their Stable Investment Pool and it currently has a rate of 5.3%. He also spoke with Donna Booth who will send information to Mr. McFadyen about another investment group she uses. He will bring the information to the next meeting for consideration.

Mr. McFadyen also told the Authority that he believes DHCD has asked all the questions they want to ask about the first broadband project and once staff receives the closeout approval from DHCD for the first project, staff will bring the County retainage to the next meeting to request approval to release those funds to Lumos.

Adjournment

Hearing no further topics presented and no questions or comments provided, Mr. Kilby called for a motion to adjourn. Mr. Hayth motioned and Mr. Griffin seconded. With all in favor and none opposed, the meeting was adjourned.

AYES: Mr. Kilby, Mr. Griffin, Mr. Emry, Mr. Alderson, Mrs. Smith, Mr. Bryan, Mr. Hayth

NAYES: None

ABSENT: None

ABSTAINING: None