

Economic Development Authority of Amherst County Regular Meeting

September 12, 2018; 6:00 PM

Amherst County Depot Conference Room

MINUTES for MONTHLY MEETING

EDA Board Members Present

C. Kennon, Chair
M. Heishman, Vice-Chair
E. Kinnier, Treasurer
M. Russell
D. Wall
C. Eby

EDA Members Absent

D. Sweeney

Youth Participant

Jacob Dalton (Absent)

Staff in Attendance

V. Hanson
L. Saunders

Guest

Dick Wydner

I. Call Meeting to Order

C. Kennon called the meeting to order at 6:00 PM.

II. Consent Agenda

- a. Approval of September Agenda
- b. Approval of Minutes for August 8, 2018, Regular Meeting.
M. Heishman made the motion that the EDA Board approve the consent agenda.
2nd: M. Russell

III. MOU - County HR Policy

M. Heishman informed the EDA Board that the personnel committee was looking at a MOU policy for the EDA staff. V. Hanson will email a copy of the policy to all the Board members. The Board will then have until September 26 to ask any questions. The personnel committee will then review and bring the policy to the EDA Board for a vote at the October meeting.

IV. Small Business Assistance Request

Frank Good Building Contractors has bought land to build 8 new homes on Ridge Street in Madison Heights, however, the current water line is unable to sustain any more homes and already has difficulty providing the proper water pressure and service to the existing customers. The Amherst County Service Authority is not able to fully fund the water line replacement necessary to make this project viable. The project is projected to bring an increase of \$1.8 million dollars in new real estate and over \$10,000 in annual real estate taxes when the project is complete. The ACSA is willing to pay 70% of the cost and has asked the EDA for assistance with gap funding of the water line replacement. After discussion, the EDA made the following motion regarding the Frank Good project on Ridge Street:

C. Eby made the following motion: The Amherst County Service Authority Director has reached out to the EDA to assist in funding a water line extension for the Ridge Street housing development project. The Service Authority has stated it does not have all the funds for the water line extension and needs assistance with gap funding to make this project viable. The EDA is willing to assist in this project in an effort to be business-friendly, help propel growth in old town Madison Heights, and increase tax revenue. Therefore, the EDA votes to support this project at \$20,000 using funds from the small business assistance program.

2nd: D. Wall

Aye: Unanimous

V. EDA Action Plan FY 2018-19

M. Heishman made the motion to approve the EDA FY 2018-19 Action Plan after the removal of the business incentive dollar amounts.

2nd: D. Wall

Aye: Unanimous

VI. Budget FY 2018-19

M. Heishman made the motion to accept the draft budget for year FY 2018-2019.

2nd: E. Kinnier

Aye: Unanimous

After the budget was approved E. Kinnier read a statement saying the duties of the Treasurer of the EDA are enumerated in the Authority's By-Laws and these duties are broad and carry considerable legal liability. Currently, the County of Amherst finance department acts as fiscal agent for the EDA performing the duties of accounting, paying

and receiving of the funds as authorized by the EDA. I cannot find any amendment to the By-Laws authorizing the financial services of outside agents.

E. Kinnier made the motion to amend the Article IV, at the Board's October meeting, that item six read: The Authority may enter into an agreement with the County of Amherst or private firms to provide financial services to the EDA. These services may include but not restricted to, accounting, paying and receiving of funds. Notice of this motion to be mailed to each EDA Board Member or by email or facsimile so that each member has five day's notice.

2nd: C. Eby

Aye: Unanimous

VII. Committee Updates

C. Kennon gave an update on the Rt. 29 Beautification Committee. CSE graciously donated their equipment and time to take down an old, large sign in Madison Heights. The Rt. 29 corridor will soon see new banners and trees.

VIII. Staff Comments

V. Hanson reported that at the fall Board of Supervisors strategic planning workshop they discussed having a person representing agriculture on the EDA board. The Sheriff's office did a safety assessment on the Depot and found safety concerns about the building and the safety of the people working there. The County will make several improvements to help alleviate safety issues. L. Saunders reported that there are nine participants for Leadership Amherst which will be starting Sept. 21 with an all-day retreat.

IX. Open Discussion

C. Kennon made the motion to buy the staff iPad Pros to increase efficiency.

2nd: M. Russell

Aye: Unanimous

C. Kennon also mentioned that he and V. Hanson met with a private investor who would be interested in helping with special projects.

E. Kinnier gave a report from the August Planning Commission that he attended.

D. Wydner updated the EDA Board on the Town's businesses opening and closings.

X. Closed Session

M. Heishman made the motion that the Economic Development Authority of Amherst County convene in closed session pursuant to the exemption § 2.2-3711(A)(3) of the Code of Virginia, regarding the Acquisition or Disposition of Real Property where discussion in open session would adversely affect the Economic Development Authority's bargaining position and/or negotiating strategy.

2nd: E. Kinnier

Aye: Unanimous

M. Heishman made the motion that the Economic Development Authority of Amherst County come out of closed session.

2nd: D. Wall

Aye: Unanimous

M. Heishman made the motion that the Economic Development Authority of Amherst County certify by a recorded vote that, to the best of each Authority member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.

D. Wall: Aye

C. Eby: Aye

C. Kennon: Aye

M. Russell: Aye

E. Kinnier: Aye

M. Heishman Aye

D. Sweeney Absent

XI. Business Friendly Initiative Update

V. Hanson reported that the Board of Supervisors has ranked their top five priorities for the business-friendliness initiative.

XII. Adjournment

M. Russell made the motion to adjourn the meeting at 8:25 PM

2nd: M. Heishman

Aye: Unanimous

Victoria Hanson, Sec.