

## **MINUTES**

A Virtual Meeting of the Western Virginia Regional Industrial Facility Authority (WVRIFA) Board was held on Friday, December 18, 2020 at 10:00 a.m. via zoom remotely via Zoom.

**NOTE:** *The Virtual December 18, 2020 Meetings of the WVRIFA Board of Directors and the WVRIFA Participation Committee were held simultaneously (jointly) since several items on both agendas were the same.*

### **1. CALL MEETING TO ORDER**

Chair Larrowe called the WVRIFA Board of Directors' Meeting to order at 10:00 a.m.

### **2. ROLL CALL**

Chair Larrowe asked Virginia Mullen to call the roll of the WVRIFA Board. Ms. Mullen reported that a quorum was established.

#### Board Members Attendance:

Gary Larrowe, Botetourt County (participated remotely from 5 West Main St, Fincastle VA)  
Ken McFadyen (participated remotely; joined several minutes after the start of the meeting)

Michael Burnette, Franklin County (participated remotely from 1255 Franklin Street, Rocky Mount VA)

Christopher Whitlow, Franklin County (participated remotely from 1255 Franklin Street, Rocky Mount VA)

Dan O'Donnell, Roanoke County (participated remotely from 5204 Bernard Drive, Roanoke VA)

Jill Loope, Roanoke County (participated remotely from 5204 Bernard Drive, Roanoke VA)

Bob Cowell, City of Roanoke (participated remotely from 215 Church Ave, Roanoke, VA)

Robert Ledger, City of Roanoke (participated remotely from 1901 Avon Rd, Roanoke VA)

James Taliaferro, City of Salem (participated remotely from 114 North Broad Street, Salem, VA)

Richard "Pete" Peters, Town of Vinton (participated remotely from 311 S. Pollard St., Vinton VA)

Staff Attended Virtually: John Hull, WVRIFA Director; Sam Darby, WVRIFA Counsel; Sherry Dean and Virginia Mullen, WVRIFA Finance/Administrative Staff.

Others Attended Virtually: Chris Burns, Balzer and Associates Inc.

#### **ADMINISTERED BY:**

Roanoke Valley-Alleghany Regional Commission  
313 Luck Avenue, SW, Roanoke, VA 24016  
[info@wvrifa.org](mailto:info@wvrifa.org) / [www.wvrifa.org](http://www.wvrifa.org)

**3. APPROVAL OF THE CONSENT AGENDA ITEMS**

The following consent agenda items were distributed earlier: (A) September 18, 2020 WVRIFA Board Minutes and (B) Financial Reports as of September 30, 2020.

**Motion:** by Dan O'Donnell to approve items A & B under the Consent Agenda, as distributed. Motion was seconded by Bob Cowell.

**WVRIFA Board Action:** Roll Call Vote – Ayes 9 (Larrowe, Burnette, Whitlow, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 0. Motion carried unanimously.

**4. PUBLIC COMMENT PERIOD**

There were no comments.

**5. ELECTION OF OFFICERS**

Article VI, Section 6.2 of the WVRIFA Bylaws states that the officers of the Authority are elected for one-year terms for each calendar year by the Board (January 1 – December 31). (Current officers: Gary Larrowe, Chair; Bob Cowell, Vice Chair; Christopher Whitlow, Secretary/Treasurer; and Wayne Strickland, Assistant Treasurer.)

**Motion:** Bob Cowell moved that the current Chair of the Western Virginia Regional Industrial Facility Authority, Gary Larrowe, be re-elected for a one – year term ending December 31, 2021. The Motion was seconded by Dan O'Donnell.

**WVRIFA Board Action:** Roll Call Vote – Ayes 8 (Burnette, Whitlow, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 1 (Larrowe). Motion carried.

**Motion:** James Taliaferro moved that the current Vice Chair of the Western Virginia Regional Industrial Facility Authority, Bob Cowell, be re-elected for a one – year term ending December 31, 2021. The Motion was seconded by Dan O'Donnell.

**WVRIFA Board Action:** Roll Call Vote – Ayes 10 (Larrowe, McFadyen, Burnette, Whitlow, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 0. Motion carried.

**Motion:** Bob Cowell moved that the current Secretary/Treasurer of the Western Virginia Regional Industrial Facility Authority, Christopher Whitlow, be re-elected for a one – year term ending December 31, 2021. The Motion was seconded by Dan O'Donnell.

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**WVRIFA Board Action:** Roll Call Vote – Ayes 9 (Larowe, McFadyen, Burnette, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 1 (Whitlow). Motion carried.

**Motion:** Chris Whitlow moved that the current Assistant Secretary/Treasurer of the Western Virginia Regional Industrial Facility Authority, Wayne Strickland, be re-elected for a one – year term ending December 31, 2021. The Motion was seconded by Dan O'Donnell.

**WVRIFA Board Action:** Roll Call Vote – Ayes 10 (Larowe, McFadyen, Burnette, Whitlow, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 0. Motion carried.

## 6. **OPERATING FUNDING REQUEST FOR FY22**

Sherry Dean reported that a table with FY2022 Operating Funding Request was distributed earlier with the agenda. She noted that the amounts are based on the locality's population. The overall total requested for FY2022 is \$56,250.

**Motion:** by Bob Cowell to approve the Operating Funding Request for FY22, as presented. Motion was seconded by Dan Taliaferro.

**WVRIFA Board Action:** Roll Call Vote – Ayes 10 (Larowe, McFadyen, Burnette, Whitlow, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 0. Motion carried.

## 7. **DISCUSSION OF STREAM CREDITS**

John Hull reported that the full 53-acre pad will require stream impact. Balzer and Associates has identified a stream bank selling credits at \$150 per linear foot which is 50% to 63% lower than the typical price. 1,517 linear foot of stream impact at this price would be \$227,550. If no credits are available in the future, the solution would be to buy from Nature Conservancy at \$500 per foot. The credits could be resold at the current market value if never used. Purchasing the credit increases the site readiness.

**Motion:** by Dan O'Donnell to proceed with the acquisition of the stream credits as proposed. Motion was seconded by Bob Cowell.

**WVRIFA Board Action:** Roll Call Vote – Ayes 10 (Larowe, McFadyen, Burnette, Whitlow, O'Donnell, Loope, Cowell, Ledger, Taliaferro, Peters); Nays 0; and Abstentions 0. Motion carried.

## 8. **EXECUTIVE DIRECTOR'S REPORT**

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John Hull reported that the Wood Haven sign and landscaping project and the construction of Innovation Drive have been completed. Mr. Hull stated that about 30% of the trees have been cleared and it is anticipated that the clearing will be completed in the next three weeks. The grading will begin in the spring.

Mr. Hull reported that the former Bower residence has been demolished and seeding will occur within the next week.

Mr. Hull reported that the grading plans for the remainder of the 53-acre pad were submitted with the appropriate authorities. A second set of plans (based on the received comments) were also submitted with Roanoke County, VDOT and Virginia Water Authority. The second Virginia Business Ready Site grant commitment will be met with the approval of these plans and the Authority will receive roughly about \$135,000 VEP grant funds.

**9. OTHER BUSINESS**

No other business was discussed.

**10. ADJOURNMENT OF THE WVRIFA BOARD OF DIRECTORS' MEETING**

The WVRIFA Board of Directors' meeting adjourned at 10:36 a.m.

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Christopher Whitlow, Secretary  
WVRIFA Board of Directors

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Attest

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