

**PRINCE EDWARD COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY
MEETING MINUTES
Conference Call
425-436-6394 | Access Code 867576#
8 a.m. – July 21, 2020**

Due to the COVID-19 Emergency, the Industrial Development Authority of Prince Edward County will be operating pursuant to and in compliance with “EMERGENCY ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN DEADLINES AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING PRACTICES AND PROCEDURES TO ADDRESS CONTINUITY OF OPERATIONS ASSOCIATED WITH PANDEMIC DISASTER,” adopted by the Prince Edward County Board of Supervisors, April 7, 2020.

This meeting is closed to in-person participation by the General Public, but citizens may listen to the meeting by calling: 1-425-436-6394, Access Code: 867576# (If busy, please call again.)

MEMBERS PRESENT: Brad Watson, Chair
Mike Montgomery, Vice Chair
Robert Atkinson
Joyce Yeatts
Tim Tharpe
Edgar Jones (late entry to meeting)

ALSO PRESENT: Wade Bartlett, County Administrator; Kate Pickett, Director of Economic Development; Terri Atkins Wilson, County Attorney

ABSENT: Fred Russell

At 8:04 a.m., there being a quorum present, Mr. Watson welcomed everyone and called the July 21, 2020 IDA Meeting to order.

Electronic Meeting Certification

Mr. Watson read the following electronic meeting certification: Due to the COVID-19 Emergency, the Industrial Development Authority of Prince Edward County will be operating pursuant to and in compliance with “EMERGENCY ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN DEADLINES AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING PRACTICES AND PROCEDURES TO ADDRESS CONTINUITY OF OPERATIONS ASSOCIATED WITH PANDEMIC DISASTER,” adopted by the Prince Edward County Board of Supervisors, April 7, 2020.

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Introductions

Mr. Watson explained that because the meeting was being conducted by phone, there would be a roll call vote for all votes taken during the meeting, along with a roll call for attendance. The roll call attendance was as follows:

Aye:	Robert Atkinson x	Nay: (none)
	Edgar Jones	
	Mike Montgomery x	
	Fred Russell	
	Tim Tharpe x	
	Brad Watson x	
	Joyce Yeatts x	

Let the record show that at this time, Edgar Jones and Fred Russell were not present at the meeting.

Meeting Minutes

Mr. Watson asked if there were any edits to be made to the June 4, 2020 IDA meeting minutes or if there was a motion for them to be approved as is. Ms. Yeatts made a motion to approve the June 4, 2020 IDA meeting minutes. The motion was seconded by Mr. Atkinson. The motion was approved by the following vote:

Aye:	Robert Atkinson	Nay: (none)
	Mike Montgomery	
	Time Tharpe	
	Brad Watson	
	Joyce Yeatts	

Treasurer's Report

Mr. Bartlett reviewed the Treasurer's Report. The balance from the Benchmark Bank statement as of May 20, 2020 is \$710,119.91. Additional deposits from May 20-July 20 totaled \$25,705.55. There were no disbursements during that time period. The balance as of May 20, 2020 is \$734,825.46

Monthly revenue includes a \$155,000 loan to Paris Ceramics for their Lexta equipment at \$1845.24 monthly (includes principal + interest). Currently, the balance is \$3,371.91. Another equipment loan for Paris Ceramics waterjet equipment includes a monthly payment of \$3,774.25 for the \$200,000 loan with a balance of \$160,797.57. Paris Ceramics also has the refinance of their building for a total of \$840,000, which includes a \$3,500 monthly payment (no interest). Currently, the balance is \$441,000.

Mr. Jones joined the meeting at this time. Mr. Tharpe made the motion to approve the Treasurer's Report. Mr. Atkinson seconded the motion. The motion was approved by the following vote:

Aye: Robert Atkinson
Edgar Jones
Mike Montgomery
Time Tharpe
Brad Watson
Joyce Yeatts

Nay: (none)

Committee Reports

PEC/TOF IDA Grant Committee-Ms. Yeatts stated that 24 businesses applied for the grants. Of those, 18 met all of the eligibility requirements. The committee decided to divide that \$20,000 total evenly between the 18 businesses. Each of the businesses will be receiving \$1,111.11 in grant funds for Covid-19 related costs. Press release on this will be sent out soon.

CARES Act Committee-Mr. Watson stated that he and Ms. Yeatts, along with Donald Hunter from the town, Jim Wilck, Pattie Cooper-Jones, and David Emert are part of this committee. The federal government gave money to the state of Virginia and Virginia sent it to the counties and cities. The town has a representative on the committee because part of the funding will benefit the town. Mr. Watson stated that the committee has appropriated \$785,000 and that has been approved by the Board of Supervisors. The committee will meet again tonight to talk about the rest of the money and to discuss the application period and process.

Data Center Naming Committee-Ms. Pickett updated the Board that the committee had met with Joe Hines from Timmons Group and John Loftus from Virginia Economic Development Partnership to discuss names for the data center site. She stated that they had considered several names, including Prince Edward County Innovation and Technology Park and Prince Edward County Innovative Technology Park. Mr. Montgomery reminded her that the final name that was discussed was Heartland Innovation and Technology Park or Heartland Innovative Technology Park. After some discussion, Mr. Montgomery made the motion to name the data center Heartland Innovative Technology Park. Mr. Tharpe seconded the motion. The motion was approved by the following vote:

Aye: Robert Atkinson
Edgar Jones
Mike Montgomery
Time Tharpe
Brad Watson
Joyce Yeatts

Nay: (none)

Unfinished Business

Clerical Edit in April and May Minutes-Ms. Pickett reminded the board that there was a typo in the passcode for the conference call line; two numbers had been inverted. After checking with Terri Atkins Wilson, the County Attorney, she confirmed that because it was a clerical error, it could be edited without having to go through the process of reapproving the minutes after the edit. The edited minutes are on the website.

FOIA & COIA Trainings and SOEI Documents-Ms. Pickett reminded the Board that the Statement of Economic Interest (SOEI) documents are due August 3. Board members can send them to her via email and she will send them to the appropriate recipient. FOIA & COIA trainings must be completed by December 31 and can be completed online. Board members should print off the certificates at the end of the trainings and submit to Ms. Pickett for record keeping.

Business Park Internal Access Road Project Update-Ms. Pickett stated that the County has received proposals from both Timmons Group and Hurt and Proffitt for this project. The Board of Supervisors gave staff permission to make a decision/recommendation. Staff will be interviewing both firms. Ms. Pickett states that the County has applied for another grant from the Tobacco Commission for about \$117,000 from the Southside Economic Development allocation for this project. Mr. Montgomery asked what the cost will be to the IDA. Mr. Bartlett stated that we do not know the exact cost yet. Ms. Pickett stated that the budget agreed upon with VDOT is \$2,097,111. If the County receives the \$117,000 grant, the total from the Tobacco Commission will be \$682,623. The total from VDOT is \$650,000 and the county/IDA total would be \$784,488.

New Business

Election of Officers-Mr. Watson asked for nominations for the election of officers. Ms. Yeatts stated that she thinks the officers should stay as they are and other board members agreed. Ms. Yeatts made a motion that for the FY 20-21, the Prince Edward County Industrial Development Authority retains the same officers as the previous year, which includes Brad Watson as Chair, Mike Montgomery as Vice Chair, Kate Pickett as Secretary, and Wade Bartlett as Treasurer. Mr. Atkinson seconded the motion. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Edgar Jones
Mike Montgomery
Time Tharpe
Brad Watson
Joyce Yeatts

Lockwood Agreement-Mr. Watson stated that due to her movers having issues that are COVID-19 related, Ms. Lockwood would like permission to stay in her house and property until August 15. Mr. Watson stated that the Board should plan to have a meeting with her to discuss the property before she vacates. Ms. Yeatts made a motion to extend permission for Ms. Lockwood to stay on her property until August 15, 2020. Mr. Tharpe seconded the motion. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Edgar Jones
Mike Montgomery
Time Tharpe
Brad Watson
Joyce Yeatts

Adjournment

There being no other business to discuss, Mr. Atkinson made the motion to adjourn the meeting, which was seconded by Mr. Montgomery. The motion was approved by the following vote:

Aye:	Robert Atkinson	Nay: (none)
	Edgar Jones	
	Mike Montgomery	
	Time Tharpe	
	Brad Watson	
	Joyce Yeatts	

The meeting was adjourned at 8:48 a.m.