

**MEETING MINUTES OF THE INDUSTRIAL DEVELOPMENT AUTHORITY
OF PRINCE EDWARD COUNTY, HELD AT THE
ECONOMIC DEVELOPMENT OFFICE AT THE VIRGINIA'S HEARTLAND
REGIONAL VISITOR CENTER AND TRANSPORTATION HERITAGE MUSEUM
FARMVILLE, VIRGINIA**

June 26, 2008, 3:00pm

MEMBERS PRESENT: Robert D. Showalter, Chairman
 Virginia Price, Vice-Chairman
 L. D. Phaup
 David Stables
 Tony Williams

ALSO PRESENT: E. Preston Lancaster, Jr., IDA Attorney
 Sharon Carney, Director of Economic Development
 Jim Wilck, New (2009) IDA Member

Being there was a quorum present at the appointed hour the meeting was called to order by Mr. Showalter, Chairman of the IDA.

In recognition of 20 years of dedicated service to the IDA, Mr. Showalter presented to Mr. David Stables, whose term expires June 30, 2008, a special hand carved writing pen made from cut over walnut harvested in Prince Edward County. In addition, Mr. Jim Wilck, a new 2009 Authority member whose term takes effect July 1, 2008, was introduced to the existing members of the Authority.

Mr. Showalter presented the November 30, 2007 minutes for approval. After the Board had a chance to review on a motion made by Virginia Price and seconded by Tony Williams, it was recommended to accept the IDA Minutes from the November 30, 2007 meeting as presented. The motion was accepted by the following vote.

Aye:	Robert D. Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

Mr. Showalter then asked Sharon Carney for the Treasurer's Report who then presented the following report:

IDA TREASURER'S REPORT

May 30, 2008

<u>INDUSTRIAL DEVELOPMENT AUTHORITY:</u>	
Wachovia Balance as of May 30, 2008	\$78,909.65
BB&T Balance as of May 30, 2008	<u>\$ 1,236.51</u>
Total as of May 30, 2008	\$80,146.16

**\$57,794 is a committed obligation to Hurt & Profitt Engineering for the development of the three ready-to-go industrial sites at the Prince Edward Business Park.*

The YMCA Project is totally closed out. The balance in BB&T (Special Projects Account) belongs to the IDA.

On a motion made by Virginia Price and seconded by L. D. Phaup, it was recommended to accept the IDA Treasurer's Report from May 30, 2008. The motion was accepted by the following vote.

Aye:	Robert D. Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

Mr. Showalter then asked the Authority members to review the annual IDA June 30, 2007 Audit Report from Robinson Farmer Cox Associates for the year for the 2007 year.

On a motion made by Virginia Price and seconded by Tony Williams, it was recommended to accept the June 30, 2007 Audit Report. The motion was accepted by the following vote.

Aye:	Robert D. Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

Mr. Showalter asked Sharon to go over the recent action by the Prince Edward Board of Supervisors to convey 37 +/- acres from the County to the IDA for development of three "ready-to-go" industrial sites.

Sharon explained that at the May 13, 2008 Board of Supervisors Meeting, the Board approved the conveyance of 37 +/- acres at the Prince Edward Business Park to the Prince Edward County IDA from the County. This will allow the IDA to move forward with the timely development of three "ready-to-go" industrial sites at the Business Park. The IDA Board now needs to accept the conveyance and proceed with the deed transfer.

On a motion made by L. D. Phaup and seconded by Tony Williams, it was recommended to accept the conveyance of 37 +/- acres from Prince Edward County for the development of three "ready-to-go" industrial sites at the Business Park. The motion was accepted by the following vote.

Aye:	Robert D. Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

Sharon then went on to explain that during the transfer of 39 +/- acres of land for commercial development from Prince Edward County to the IDA in May 2006, a small piece of land consisting of 1.69 acres was inadvertently omitted, therefore now needing a "deed of correction" to correct the omission. Preston Lancaster, the IDA Attorney then explained that both property conveyances could be done at the same time without needing to do two separate deeds.

On a motion made by Virginia Price and seconded by L. D. Phaup, it was recommended to authorize Preston Lancaster to prepare the necessary deed documents to accept the 37 +/- acres from Prince Edward County for the development of three "ready-to-go" industrial sites at the Business Park and to correct the

omission of 1.69 acres, in addition to authorizing Bobby Showalter to sign all the necessary documents. The motion was accepted by the following vote.

Aye: Robert D. Showalter Virginia Price L. D. Phaup David Stables Tony Williams	Nay:
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Mr. Showalter then asked Sharon for an update on the hiring of an engineering firm to assist with the development of three “ready-to-go” industrial sites at the Prince Edward Business Park.

Sharon started by reminding the Authority members that at the November 30, 2007 meeting the IDA authorized the Chairman to proceed with the hiring of an engineering firm to assist with the development of three “ready-to-go” industrial sites at the Prince Edward Business Park. Since then in March, 2008 proposals were received from Draper Aden, Wiley & Wilson, Hurt & Profitt and Dewberry (See chart below). As a result the Chairman accepted the proposal from Hurt & Profitt for \$57,794.00.

Currently Hurt & Profitt is actively working on the project designs. Hopefully grading of the sites can begin in August of 2008. In addition, Prince Edward County received an Economic Development Tobacco Commission Grant in the amount of \$193,510 to assist with the costs associated with the development of the industrial sites in the estimated amount of \$762,000.

**BIDS FOR ENGINEERING SERVICES
 AT THE PRINCE EDWARD BUSINESS PARK
 March 17, 2008**

Items	Draper Aden	Wiley & Wilson	Hurt & Profitt	Dewberry
1) Boundary Survey	Already done	\$25,400	\$10,714	\$15,000
2) Topographic Surveying	\$11,400	(?)	\$9,260	\$14,500
3) Geotechnical Study	\$10,495	\$5,940	\$3,860	\$8,100
4)Wetland Permitting	\$6,500	\$4,600	(see item 7)	\$3,300
5)Construction Documents	\$38,200	\$26,800	\$9,960	\$31,000
6) Plan of Development	\$2,500	No Charge	\$1,800	No Charge
7) Bidding & Construction Phase	\$9,400	\$13,900	\$22,200	\$26,500
8) DCR VSMP General Permit & Storm Water Pollution Permit	\$1,800	\$3,100	(see item 7)	\$4,100
Totals	\$80,295	\$79,200	\$57,794	\$102,500

On a motion by Virginia Price and seconded by David Stables, it was recommended that:

The Industrial Development Authority should enter into a closed meeting to discuss an industry where no previous announcement had been made, pursuant to the exemptions provided in Section 2.2-3711(A)(5) and 2.2-3711(A)(7) of the *Code of Virginia 1950, as amended*.

Accepted by verbal pole vote:

Aye:	Robert Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

Mr. Showalter coming out of closed session then requested a motion:

CERTIFYING THAT ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS AND ONLY SUCH BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THIS CLOSED SESSION WERE DISCUSSED OR CONSIDERED.

On a motion by Virginia Price and seconded by David Stables and accepted by verbal pole vote that the IDA return to regular session at this time:

Aye:	Robert Showalter	Nay:
	Virginia Price	
	David Stables	
	L. D. Phaup	
	Tony Williams	

It was then moved by Virginia Price and seconded by Tony Williams and adopted by the following verbal vote:

Aye:	Robert Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

that the following certification of Executive Meeting be adopted in accordance with the Virginia Freedom of Information Act:

WHEREAS, the Industrial Development Authority of Prince Edward County has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, section 2.1-344.1 of the Code of Virginia requires a certification by this Industrial Development Authority that such executive meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Industrial Development Authority of Prince Edward County hereby certifies that, to the best of each member's knowledge, (i) only public

business matters were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed, or considered by the Industrial Development Authority of Prince Edward County.

As a result of the closed session, it was moved by Virginia Price and seconded by David Stables that the IDA accept, and to recommend to the Prince Edward County Board of Supervisors for their approval, an offer by Tri-Boro Shelving to purchase 4 +/- acres of land from LOT 7 at the Prince Edward County Business Park at \$20,000 per acre for a total of \$80,000. The motion was accepted by the following vote.

Aye:	Robert D. Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

On a motion made by Tony Williams and seconded by Virginia Price, it was recommended that the meeting be adjourned at 4:25pm. The motion was accepted by the following vote.

Aye:	Robert D. Showalter	Nay:
	Virginia Price	
	L. D. Phaup	
	David Stables	
	Tony Williams	

Sharon Lee Carney, Secretary

Approved by:

Robert Showalter, Chairman