

**PRINCE EDWARD COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY
MEETING MINUTES**

**Board of Supervisors Room – 3rd Floor Prince Edward County Courthouse
8 a.m. – Friday, March 4, 2022**

The Prince Edward County Industrial Development Authority strongly encourages citizen input and engagement. Due to COVID-19, the Industrial Development Authority is operating pursuant to the following protocols for public input and public participation. Effective August 1, 2021, the Board of Supervisors re-opened county meetings to in-person participation by the public; however, there could still be limited available seating. Public Participation and Public Hearing comments and information regarding the limited number of seats for in-person participation at meetings are coordinated through Chelsey White, Clerk to the Industrial Development Authority. Citizens are strongly encouraged to participate in meetings through in-person participation, written comments, and/or remote participation by calling: **1-844-890-7777, Access Code: 390313**. (If busy, please call again.) Public Participation and Public Hearing comments for Planning Commission meetings will be subject to the “Citizen Guide for Providing Input During Public Participation and Public Hearings For Prince Edward County Industrial Development Authority Meetings” effective August 1, 2021.

MEMBERS PRESENT IN PERSON: Robert Atkinson
Quincy Handy
Mike Montgomery, Vice-Chairman
Tim Tharpe
Brad Watson, Chairman
Joyce Yeatts

MEMBERS PRESENT BY PHONE: None

ALSO PRESENT: Chelsey White, Director of Economic Development & Tourism; Doug Stanley, County Administrator; Terri Atkins Wilson, IDA Attorney; Cheryl Stimpson, Director of Finance; Sekou Abdus-Sabur, Representative of the proposed Five Pillars Meat Processing Facility; Bob Timmons

ABSENT: Edgar Jones

Introductions

At 8:06 a.m., there being a quorum present, Mr. Watson welcomed everyone and called the March 4, 2022, IDA Meeting to order. The roll call was as follows:

Aye: Robert Atkinson
Quincy Handy
Mike Montgomery, Vice-Chairman
Brad Watson, Chairman

Joyce Yeatts

Meeting Minutes

Mr. Watson asked if there were any edits to be made to the January 28, 2022 set of IDA meeting minutes or if there was a motion for them to be approved. Mr. Montgomery made a motion to approve the minutes and Ms. Yeatts seconded. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery, Vice-Chairman
Brad Watson, Chairman
Joyce Yeatts

**Treasurer's Report
February 25, 2022**

Deposits since the last report (January 26, 2022)	
January Interest	\$74.14
Deposit TOTAL	\$74.14
Disbursements since the last report (January 26, 2022)	
CBAY-VA, LLC Mitigation Credit Supply	\$13,232.50
Hotel Express, LLC Real Estate Incentive	\$8,104.50
Hotel Weyanoke, LLC	\$37,534.17
Hotel Express, LLC Real Estate Incentive	\$27,469.15
Payable TOTAL	\$86,340.32
January 31, 2022, Benchmark Statement Balance	\$868,583.96
Available Balance as of February 25, 2022	\$761,634.19

MONTHLY REVENUE

N/A

Ms. White presented the Treasurer's Report. Mr. Stanley mentioned that incentive grants that are paid out by the IDA will be reimbursed by the Board of Supervisors.

Mr. Handy moved that the Treasurer's Report be approved, which was seconded by Mr. Montgomery. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Brad Watson
Joyce Yeatts

New Business

Mr. Tharpe entered the meeting at this time.

Hampden-Sydney College Bond Issue

Mr. Stanley provided an overview of the Hampden-Sydney College's (HSC) request to secure an IDA bond. He stated that he is working with bond counsel on a potential bond for HSC including updating the application, rules, and procedures documents that are extremely outdated and may not have been updated since the 1970s or 1980s. He stated that the current application requests too much personal information from borrowers, including questions about prior bankruptcies, debts, and liens. He also stated that a bond doesn't represent a debt of the IDA or the County, but instead is a conduit and the IDA should be compensated with an administrative or annual fee for providing this service. Mr. Stanley stated that the legal counsel has provided a markup of the original documents along with a copy of a proposed new application. He stated that the new application has been simplified with language that is current and is eight pages instead of 10. Mr. Stanley also pointed out that there is an issue with the existing annual fee, which is capped between \$100 and \$1,000, and that this rule needs to be removed. Mr. Watson asked when does everything need to be approved. Mr. Stanley stated that everything needs to be in place before the public hearing on March 25th. Ms. Atkins-Wilson stated that she is comfortable with the bond counsel's recommendations.

Mr. Watson called for a motion. Mr. Tharpe moved that the Industrial Development Authority approve the revised bond application and the revised rules and procedures document, which was seconded by Mr. Handy. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

Five Pillars Meat Processing Facility Presentation

Ms. White explained that Mr. Abdus-Sabur would give a presentation on his proposed meat processing facility that he is interested in locating in the Prince Edward Industrial Park. She stated that he is interested in purchasing part of Lot 10 which can legally be subdivided. Mr. Stanley stated that Mr. Abdus-Sabur currently has a conditional use permit application on file with the Planning Department for this project to be located on a parcel of land zoned as Agricultural in Darlington Heights. Mr. Stanley explained that Mr. Abdus-Sabur had intended to construct the meat-processing facility on his family-owned, 67-acre parcel, which will also be the future location of his home. He stated that there have been significant concerns about the proposed project from the neighboring residents. Mr. Stanley explained that the Board of Supervisors tabled the application to allow Mr. Bob Timmons and other neighbors to work with Mr. Abdus-Sabur to find an alternative site for this project.

He furthered that this project would be allowed use in the Industrial Park which is zoned as Industrial. He mentioned that in the only other areas zoned as Industrial the landowners are not interested in selling, or the price of the land is too expensive.

Mr. Abdus-Sabur was then invited by Ms. White to give his presentation. Mr. Abdus-Sabur explained that the footprint of the main building for his proposed project will be less than 4,000 square feet. He furthered that he plans to process two cows and several goats and sheep per week, on average, and that he may also process bison occasionally. He stated that during peak season, he plans to process 10 to 15 cows per week. Mr. Abdus-Sabur mentioned that he plans to employ 10 to 12 people during the first year and 15 to 16 people during the second year, all full-time. Mr. Abdus-Sabur then explained the meat processing process. He stated that he plans to have a small retail space in the front of the building. Mr. Abdus-Sabur stated that the Darlington Heights residents are concerned about the effects of this potential project on the air quality as well as water runoff and water consumption and that he has addressed all of these concerns and does not believe his project will result in negative impacts. He stated that liquid waste, including blood, will be stored in an underground, 1,000-gallon tank to eventually be transported by Taylor Septic Service to the City of Lynchburg water treatment plant. He explained that solid waste will be incinerated once a day and that he plans to use a medical-grade, dual-chamber incinerator. Mr. Abdus-Sabur furthered that the second chamber in the incinerator will capture odors and unburned fumes and neutralize them. He stated that because of this process, steam and ashes are the only byproducts, therefore the odors and the smoke that people are concerned about are non-existent. He stated that the ashes will be collected and taken to his family farm to be used as fertilizer. Mr. Abdus-Sabur then asked if the IDA had any questions. Mr. Watson asked where the animals will be kept. Mr. Abdus-Sabur stated that the animals will be kept in three active pens (8 x 10 ft.) at the back of the building, and the animals would only be kept overnight on Sundays, occasionally. Mr. Tharpe asked how often the inspector will be there. Mr. Abdus-Sabur stated that USDA inspectors will be there on kill days and slaughter/cut days and Virginia inspectors will visit sporadically with no set schedule. Mr. Tharpe asked what the biggest opposition is to the project. Mr. Abdus-Sabur stated that he felt that people do not want to see this type of facility. Mr. Montgomery asked if expansion space is a concern and if Mr. Abdus-Sabur would be interested in purchasing part of Lot 10, with an option to buy the other part. Mr. Abdus-Sabur stated that he would be interested in purchasing additional space to develop a 1,000 sq.-ft. smokehouse in the future, which would also be USDA inspected. Mr. Atkinson asked where animal waste would go. Mr. Abdus-Sabur stated that solid waste will be collected and taken to his family farm and that he would have to check with the Town of Farmville regarding washing down liquid waste. Mr. Stanley stated the final agreement could stipulate that the final site plan comes to the IDA for review. Mr. Handy asked if there will be in-house training or training through schools. Mr. Abdus-Sabur stated that he plans to train staff in-house initially because he is a certified USDA butcher and then he plans to eventually have employees participate in formal training programs. He mentioned programs at Virginia State University and Virginia Tech as viable options. Ms. Yeatts stated that she is concerned about the odor, environmental issues, and the possibility of animals escaping. She mentioned that these are issues meat processing facilities commonly have, based on her personal experience as a

customer. She stated that she is not sold on the idea of this type of development being located at the industrial park. Mr. Stanley stated that the County could add a requirement that the entire area is enclosed. Mr. Abdus-Sabur stated that bleach is used to neutralize the smell of the blood and they will do their absolute best to prevent strong odors and prevent animals from escaping. Mr. Handy stated that the type of incinerator that Mr. Abdus-Sabur plans to use is state-of-the-art and is ideal for this type of operation. There was a further discussion led by Mr. Abdus-Sabur about the incineration process.

With no other discussion, Mr. Watson called for a motion. Mr. Montgomery moved that the Industrial Development Authority approve the consideration of selling a portion of Lot 10 for the Five Pillars Meat Processing Facility project, which was seconded by Mr. Handy. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

Mr. Abdus-Sabur and Mr. Timmons left the meeting.

Award of Bid for Paving Project

Mr. Stanley explained that the IDA has agreed to re-paving a portion of the access road as required by the agreement with Lowe's to resolve the access issue. He stated that Mr. Cook, the Buildings and Grounds Supervisor, has obtained three quotes. He stated that the project needs to be completed within six months as stipulated in the agreement. Mr. Stanley mentioned a bid for \$34,900 from Boxley Materials Company, a bid of \$28,715 from Southern Paving Corporation, and a bid of \$28,509.71 from Lawhorne Brothers Paving. Mr. Montgomery asked if the work detailed in the three bids will meet the requirements of the agreement and Mr. Stanley confirmed, yes. Mr. Stanley stated that the lowest bidder was Lawhorne Brothers Paving at \$28,509 however, he recommended a 10% contingency based on increasing fuel prices. Ms. Yeatts asked about the quality of the company's work and Mr. Tharpe stated that he is familiar with all three companies and Lawhorne Paving Brothers does great work.

Mr. Watson called for a motion. Mr. Montgomery moved that the Industrial Development Authority approve the lowest bid from Lawhorne Paving Brothers with a 10% contingency due to rising fuel costs, which was seconded by Ms. Yeatts. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

Old Business

HIT Park Due Diligence Progress Update

Ms. White stated that the most recent update from the Timmons Group on their work at HIT Park is included in the packet. She mentioned that the overall project progress is at 95%.

Closed Session

Mr. Montgomery made a motion, seconded by Mr. Handy, to convene in closed session for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and consultation with legal counsel and briefing by staff members or consultants pertaining to actual or probable litigation pursuant to the exemptions provided for in Section 2.2-3711(A)(3) of the Code of Virginia. The motion carried:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

The Board returned to the regular session by a motion of Ms. Yeatts, seconded by Mr. Montgomery, and was adopted as follows:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

The following certification of the closed meeting was adopted in accordance with the Virginia Freedom of Information Act:

WHEREAS, the Board of the Prince Edward County Industrial Development Authority convened a close 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 2.2-3711(A)(3) of the Code of Virginia requires certification by the Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE BE IT RESOLVED that the Board of the Prince Edward County Industrial Development Authority hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii)

only such business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board of the IDA.

The motion was made by Mr. Montgomery, seconded by Mr. Atkinson, and adopted by the following roll call vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

The closed session ended at 9:16 am.

Other Business

Access Road Project – Tri-BORO Shelving, Inc.

Mr. Watson called for a motion. Ms. Yeatts moved that the Industrial Development Authority of Prince Edward County, if it has not heard otherwise by March 18th, will utilize the provision in the Letter Agreement, attached to the closing statement, dated June 1, 2017, and return the purchase price of \$69,780.00 from Tri-BORO Shelving, Inc. to The Industrial Development Authority of Prince Edward County. We authorize the Chairman of the Industrial Development Authority, the County Administrator, and the County Attorney to complete any required paperwork to complete this purchase. The motion was seconded by Mr. Tharpe. The motion was approved by the following vote:

Aye: Robert Atkinson Nay: (none)
Quincy Handy
Mike Montgomery
Tim Tharpe
Brad Watson
Joyce Yeatts

With no other business to discuss, Mr. Watson asked for a motion to adjourn. Mr. Handy made the motion, seconded by Ms. Yeatts, and was adopted by the following vote:

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

The meeting was adjourned at 9:17 am.