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**BRIGHTER
BOLDER
BUSINESS**

**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
OCTOBER 16, 2020**

RE: MEETING: The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a joint meeting with the Halifax County Board of Supervisors on Friday, October 16, 2020 at 8:30 A.M. in the IDA Conference Room.

RE: MEMBERS PRESENT: Those in attendance at the time the meeting was called to order include: Mr. Robert Bates, Mr. Jeremy Satterfield, Mrs. Nancy Pool, Mr. Rick Harrell, Mr. Ryland Clark, and Ms. Mattie Cowan. Mr. Brandon Searce joined via phone during closed session.

RE: MEMBERS ABSENT:
Mr. Brandon Searce was absent.

RE: OTHERS PRESENT: Mr. Brian Brown – IDA Executive Director, Mrs. Jennifer Clark – IDA Administrative Assistant, Mr. Scott Simpson – Halifax County, Halifax County Administrator, Mr. Hubert Pannell – Board of Supervisors, Garland Ricketts – Board of Supervisors, Stanley Brandon – Board of Supervisors, Dean Throckmorton – Board of Supervisors, Jeffrey Francisco - Board of Supervisors, Calvin Short – Board of Supervisors, Olivia Epps – Halifax County

RE: MEETING CALLED TO ORDER: Mr. Rick Harrell gave an invocation and Mr. Robert Bates called the meeting to order at 8:37 A.M.

RE: ROLL CALL, DETERMINATION OF QUORUM AND APPROVAL OF AGENDA:
Mrs. Jennifer Clark called the roll and Mr. Brian Brown determined that a quorum was present.

Mrs. Nancy Pool made a motion to approve the agenda as presented, seconded by Ms. Mattie Cowan, and duly carried by the Board.

RE: READING AND APPROVAL OF MINUTES:
Upon motion by Mr. Jeremy Satterfield, seconded by Mrs. Mattie Cowan and duly carried, the Board approved the Minutes for the September 17, 2020 Board meeting.

RE: Joint Meeting with Board of Supervisors:

A. Incentive Policy

B. Participation Policy

- Mr. Brian Brown discussed the Capital Incentives for New and Current Industries, the Incentive Policy, and the Participation Policy. Mr. Brandon (BOS) questioned the shared responsibility with the IDA concerning the funding of projects from the policies. Mr. Rick Harrell stated Mr. Brown is trying to have structure between the Boards so possible future industries will know what to expect when starting up in Halifax County. He stated he wants Halifax County to succeed and ongoing conversations need to take place between the two boards. Mr. Brandon questioned how Halifax County can become attractive to make businesses



interested in coming like adjoining Pittsylvania County. Mr. Harrell stated it is a complicated, fast moving issue that's hard. Mr. Simpson questioned whether the Real Estate and Machinery and Tools pieces presented are connected to the Enterprise Zone or outside. Mr. Brown stated they are outside of the Enterprise Zone. Mr. Simpson stated there is still \$350,000.00 set aside for future projects. It was questioned as to how quickly work would need to begin on IDA owned buildings and Mr. Brown responded stating some work needs to be sooner than others.

C. SVAMC

- There are 11 areas of concern with the SVAMC building. The building was bought without the environmental restrictions needed. The Halifax IDA had to self-report two underground petroleum leaks. One of the biggest concerns is red liquid seeping through the concrete in Areas B and C of the building. Tenants can't be put into the building until the the issues are taken care of. Ms. Cowan questioned whether there are grants that can be utilized to help with the issues. Mr. Brown stated there are some grants and the site is considered a high priority site from DEQ. He also stated more testing will be done to determine how to fix the areas of concern. The total cost for the clean up of the project was questioned and Mr. Brown stated the IDA is waiting on numbers from Draper Aden. The marketing probability of the site was also questioned and it was stated it can be used for small manufacturing. Total demolition was questioned based on how much is invested and how much more may be invested in the future. A retention pond with a steep incline is also an area of concern and will need additional testing.

RE: REQUEST TO ENTER INTO CLOSED SESSION:

Motion was made by Mr. Jeremy Satterfield, seconded by Ms. Mattie Cowan, and duly carried that:

1. That this Body go into Closed Session or closed meeting pursuant to Virginia Code Section 2.2-3711. That the purposes which are to be the subject of said executive or closed meeting shall be as follows:
2. That the purposes which are to be the subject of said executive or closed meeting shall be as follows:
 - To discuss a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding facilities in the community, pursuant to Virginia Code Section 2.2-3711.A.5.
 - To discuss real estate matters, Virginia Code Section 2.2-3711.A.3.
 - To discuss personnel matters, pursuant to Virginia Code Section 2.2-3711.A.1.
 - To discuss the award of a public contract involving the expenditure of public funds, including interviews of bidder or offerors, and discussion of the terms or scope of such contract, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board pursuant to Section 2.2-3711 A. 29. of the Code of Virginia (1950), as amended.

REQUEST TO RETURN TO REGULAR SESSION

Upon Motion by Mrs. Nancy Pool, seconded by Mr. Rick Harrell, and duly carried by the Board, the body returned to regular session.



CERTIFICATION

Upon Motion by Mrs. Nancy Pool, the Board voted to take roll call certifying that to the best of the member's knowledge (i) only public business matters lawfully exempt from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard discussed or considered in the meeting by the public.

ROLL CALL

Mr. Robert Bates, Mr. Jeremy Satterfield, Mrs. Nancy Pool, Mr. Brandon Scarce, Mr. Rick Harrell, Mr. Ryland Clark, Ms. Mattie Cowan

RE: Action Taken on Items in Closed Meeting

None

RE: Reports of Standing Committees and Officers

A. Finance Committee

1. Current Financials

a. FY 2019/2020 Cash Flow Statement and Balances through September 30, 2020

- A Finance Committee meeting will be scheduled within the next week. The reserve account has depleted due to the projects. There has been approval for the \$1 million Revolving Loan Program. When the Tobacco Commission funding comes in, the accounts should be back to where they need to be. The Finance Committee is going to look at areas in which they can cut back.
- Ms. Mattie Cowan made a motion to approve the Septemeber financials, seconded by Mr. Rick Harrell, and duly carried by the board.

B. Properties & Prospect Committee

1. The Committee last met October 2, 2020.
2. Mr. Jeremy Satterfield stated that all items have been accounted for and there were some things in the works.

C. Executive Committee

1. The Committee last met on September 10, 2020.
2. Mr. Brian Brown stated he is working on getting Kimball Payne and trying to get the board to become a working board.

RE: Old Business

A. Construction Updates

1. Shell Building

- A walk through occurred last week with the punch through list. The building is very close to being finished.

2. 2525 Houghton Ave.

- The ribbon cutting was Thursday, October 15, 2020 and they hope to be operating soon.



RE: New Business

A. Open Comment Period

- Mr. Brian Brown discussed remote meetings and stated in the PP & E manual remote meetings are discussed but not in the by laws. He stated a training program would take place on November 16 and 17. The Board discussed having it in the conference room so all could participate.
- Mr. Jeremy Satterfield expressed how both boards wanted and needed the joint meeting and they should occur quarterly.
- Ms. Cowan, Mrs. Pool, and Mr. Bates had no comment.
- Mr. Ryland Clark questioned whether a tour of the Shell Building would happen today.
- Mr. Rick Harrell expressed his gratitude to Mr. Scott Simpson. He stated the Board of Supervisors and the people need to be informed about matters whether they are good or bad.

RE: NEXT MEETING DATE

The IDA will hold the next scheduled meeting on November 20, 2020 at 8:30 A.M. in the Halifax IDA Conference Room.

RE: ADJOURNMENT:

Motion was made by Mrs. Nancy Pool, seconded by Mr. Jeremy Satterfield, and duly carried to adjourn.

Respectfully Submitted:

Mr. Brian Brown, IDA Executive Director

Acknowledged:

Robert Bates, Chair

Mattie Cowan, Secretary/Treasurer