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**BRIGHTER
BOLDER
BUSINESS**

**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
MAY 21, 2021**

RE: MEETING: The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a regular IDA Board meeting on Friday, May 21, 2021, at 8:36 A.M. in the IDA Conference Room. This meeting was a virtual meeting, held via Zoom.

RE: MEMBERS PRESENT: Those in attendance at the time the meeting was called to order include Mr. Robert Bates, Mr. Rick Harrell, Mr. Jeremy Catron, Mr. Jeremy Satterfield, and Dr. Nettie Simon-Owens participated remotely from her office at 820 Bruce Street South Boston Virginia due to COVID-19.

RE: MEMBERS ABSENT:
Mrs. Nancy Pool

RE: OTHERS PRESENT: Mr. Mike Davidson – IDA Interim Executive Director, Mrs. Kristy Johnson, Consultant, Mr. Scott Simpson – Halifax County, County Administrator, Miranda Banes – Gazette Virginian and Liza Fulton- News and Record.

RE: MEETING CALLED TO ORDER: Mr. Robert Bates gave a prayer and then called the meeting to order at 8:36 A.M. It was determined that a quorum was present with six members present.

Mr. Ryland Clark joined the meeting at 8:38A.M.

RE: APPROVAL OF AGENDA:

Mr. Satterfield made a motion to approve the agenda, seconded by Mr. Rick Harrell, followed by a roll call vote

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

RE: READING AND APPROVAL OF MINUTES:

Dr. Nettie Simon-Owens asked that the minutes be approved separately.

Mr. Jeremy Satterfield made a motion to approve the minutes from the April 16, 2021, IDA Board meeting, seconded by Mr. Rick Harrell a roll call vote was conducted.

Mr. Bates, Yes





Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

Mr. Jeremy Satterfield made a motion to approve the minutes from the October 2, 2020, IDA P&P Committee meeting, seconded by Mr. Rick Harrell a roll call vote was conducted.

Mr. Bates, Yes
Mr. Catron, Abstain
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Abstain
Mr. Satterfield, Yes

RE: REQUEST TO ENTER INTO CLOSED SESSION:

Motion was made by Mr. Ryland Clark, seconded by Mr. Rick Harrell, followed by a roll call vote

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

That 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:

1. 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 businesses 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 Mr. Ryland Clark, seconded by Mr. Jeremy Satterfield, and followed by a roll call vote by the Board, the body returned to regular session.

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes



Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

CERTIFICATION

Upon Motion by Mrs. Jeremy Satterfield, 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.

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

RE: Action Taken on Items in Closed Meeting

Mr. Jeremy Catron made a motion to authorize IDA Interim Staff to execute a lease for 1120 Greens Folly Road Section A with Miller Waste Mills and to execute a construction contract with JE Burton Construction for the upfit of the space in the amount of \$522,432. The motion was seconded by Mr. Jeremy Satterfield and a roll call vote followed.

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

Mr. Jeremy Satterfield made a motion to authorize IDA Interim Staff to execute a lease agreement with ChemQuest Technology Ventures for the C-CARE High Bay Lab space. The motion was seconded by Mr. Ryland Clark and a roll call vote was conducted.

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

RE: Reports of Standing Committees and Officers

A. Finance Committee

1. Current Financials

Mr. Harrell presented the April 2021 Financial reports. Mr. Harrell noted that the report format had been changed to separate the operating and capital budget. Mr. Harrell made a motion to approve the April 2021 Financial Reports as presented. The motion was seconded by Mr. Jeremy Satterfield followed by a roll call vote,

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

B. Properties & Prospect Committee

Mr. Satterfield stated that the Property and Prospect Committee met April 30, 2021, and planned to meet again shortly.

C. Executive Committee

Mr. Bates appointed Mr. Jeremy Satterfield to the operational staff interview committee.

D. Interim Executive Director Report

Mr. Davidson gave a report on the Southside Virginia Community College Truck Driver Training School which leases a property owned by the IDA in the Halifax County Industrial Park. Mr. Davidson stated that the school opened in 1999 with the County donating the land to the IDA and EDA funds being used to purchase the modular classroom. The IDA began leasing the property to SVCC in 2000. The current lease expired in 2020, and interim staff would begin the lease renewal process. Mr. Davidson stated that the site had been filled with fly ash and had a permit from the Department of Waste Management. He stated that this fill could create issues when future grading happened on the site. He stated that the SVCC truck driver training school was a good use of the site, supporting local industry and educating the workforce.

Mr. Harrell expressed support for the program and its success in filling jobs in Halifax County.

Mr. Davidson stated that the first lease amendment had been executed with Golden Piedmont Extraction.

Mr. Davidson updated the Board on the Shell Building close out. He stated that it was a very good, high quality building, and excellent investment. He noted his hesitance in closing out the project not having been involved in the project. He mentioned that there was one final payment on the project and a performance and payment bond that needed to be released. Mr. Davidson informed the Board that he had requested and received a letter from Dewberry the engineer for the project stating that the building had been built to the required standards as planned. Mr. Davidson stated that based on that he felt comfortable recommending the close out of the project.

Mr. Catron noted that he had toured the shell building with Mr. Davidson. Mr. Catron stated that he asked many questions and discussed the workmanship of the facility. Mr. Catron noted that the IDA also owned the engineering plans for the building expansion. Mr. Catron made a motion that the IDA, close out the bond and shell building project. The motion was seconded by Mr. Rick Harrell. A roll call vote was conducted.

Mr. Bates, Yes
Mr. Catron, Yes

Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

Mr. Davidson then updated the Board on the status of the Faneuil call center space, stating that they were still occupying the full call center space and expected to vacate the larger space by early June. He stated that Faneuil would continue paying the full lease rate until the reduction in space occurred.

Mr. Davidson informed the Board that the EPA Brownfield grant application was denied. He stated that staff was working to line up a debriefing with EPA staff and the IDA environmental consultant to be better prepared for the next round of funding.

Mr. Davidson noted that work continued at the former Daystrom facility through the Virginia Brownfields program. He noted that while the EPA grant was not specifically for the former Daystrom facility, but some of the funds could have been used to help fund additional work at the facility to enroll in the Voluntary Remediation Program. Mr. Davidson informed the Board that because they agreed to enroll in the VRP program through consensus the work being done currently was in preparation for that process. Mr. Davidson stated that upon completion of that program the site would receive a certificate of satisfactory completion for commercial and industrial reuse. This certification would exclude any other uses, therefore the teams utilizing the facility for recreational purposes would need to vacate the space, as recreational use will be an excluded use without vetting such use in the environmental due diligence.

Mr. Clark stated that favored continued utilization of the space if it was not being used for something else. Mr. Davidson stated that the due diligence necessary to clear the space for recreational use is outside of the parameters for eligibility for grant funding for environmental work, and the IDA could not fund the work. Therefore, the recreational teams would need to fund the work. The cost could be as high as two hundred thousand dollars.

Mr. Scott Simpson questioned the definition of recreational use, stating that he believed it could be classified as commercial use.

Mr. Satterfield stated that the teams recognized that use of the space was a short-term option for them, and that they are prepared to move out.

Dr. Simon-Owens stated that she believed it was important to be compliant with the approved uses of the facility, which aligns with the purpose and mission of the IDA.

Mr. Clark stated that he felt it was important for the IDA to support the community.

Mr. Jeremy Catron made a motion to authorize staff to move forward with the residents of the facility to relocate by August 1, 2021, to be in compliance with the brownfields environmental program. Mr. Harrell seconded the motion, and a roll call vote was conducted.

Mr. Bates, Yes
Mr. Catron, Yes

Mr. Clark, Abstain
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Abstain

Mr. Davidson then presented a letter from Jorgenson Consulting on the Executive Director search process. He stated that marketing for the job position had begun and interest for the position was strong. Mr. Davidson stated that twenty-nine letters of interest had been received to date, with initial interviews expected in June and presentation to the Search Committee to happen in early July. Interim Staff and Board discussed the schedule for final interviews and candidate community tours. It was decided that final interviews would be held July 23, 2021.

RE: Old Business

None

RE: New Business

A. Open Comment Period

- Dr. Nettie Simon-Owens, No comment.
- Mr. Scott Simpson, No comment.
- Mr. Rick Harrell stated that he wanted to thank Mrs. Kristy Johnson for her continued work on the financials and noted that she has been immeasurable help to Mike Davidson. He stated his appreciation for Mike Davidson continuing to move things forward with the completion for the ChemQuest lease and noted that Mr. Davidson had only planned to work a couple months. Mr. Harrell also expressed his appreciation for Mr. Catron and stated that his industry experience is invaluable.
- Mr. Jeremy Catron, Mr. Catron thanked Mr. Harrell for his comments. He stated his appreciation for the continued work of the Interim Staff. Mr. Catron noted that while it was not pleasant to make the motion to end the use agreement with the baseball and softball teams, he trusted staff's recommendation. He stated that he would be interested in helping the groups offline in finding more space, but that was not the role of the IDA.
- Mr. Ryland Clark stated that he appreciated the discussion and that they were a diverse group with different viewpoints representing a diverse community.
- Mr. Jeremy Satterfield, No comment.
- Mr. Robert Bates thanked the Board for their participation and stated that he believed the future was bright.

RE: PUBLIC COMMENT

No public comment

RE: NEXT MEETING DATE

The IDA will hold the next scheduled meeting on June 18, 2021, at 8:30 A.M. in the Halifax IDA Conference Room.



RE: ADJOURNMENT:

Motion was made by Mr. Jeremy Satterfield, seconded by Mr. Rick Harrell, roll call vote was conducted

Mr. Bates, Yes
Mr. Catron, Yes
Mr. Clark, Yes
Mr. Harrell, Yes
Dr. Simon-Owens, Yes
Mr. Satterfield, Yes

Respectfully Submitted:

Mr. Mike Davidson, IDA Interim Executive Director

Acknowledged:

Robert Bates, Chair

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