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**BRIGHTER  
BOLDER  
BUSINESS**

**MINUTES  
BOARD OF DIRECTORS MEETING  
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA  
AUGUST 20, 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, August 20, 2021, 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. Rick Harrell, Mr. Jeremy Catron, Mr. Jeremy Satterfield, Dr. Nettie Simon-Owens, Mrs. Nancy Pool and Mr. Ryland Clark

**RE: MEMBERS ABSENT:**  
None

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

**RE: MEETING CALLED TO ORDER:** Mr. Robert Bates gave a prayer and then called the meeting to order at 8:34 a.m. It was determined that a quorum was present with seven members in attendance.

**RE: APPROVAL OF AGENDA:**  
Mr. Rick Harrell made a motion to approve the agenda that included the approval of the minutes for the August 12<sup>th</sup> special called meeting, seconded by Mr. Jeremy Satterfield, and duly carried by the Board.

**RE: READING AND APPROVAL OF MINUTES:**  
Mr. Rick Harrell made a motion to approve the July 16, 2021 meeting minutes, seconded by Mr. Jeremy Satterfield and was then duly carried by the Board. Dr. Nettie Simon-Owens requested the August 12<sup>th</sup>, 2021 meeting minutes be presented in the meeting. Mr. Rick Harrell made a motion to approve the August 12<sup>th</sup>, 2021 meeting minutes, seconded by Mrs. Nancy Pool and was then duly carried by the Board.

**RE: REQUEST TO ENTER INTO CLOSED SESSION:**  
Motion was made by Mr. Rick Harrell, seconded by Mr. Jeremy Satterfield, and duly carried by the Board that the Board go into closed session 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:

- 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, then duly carried by the Board, that the body return to regular session.

### **CERTIFICATION**

Upon motion by Mr. Ryland Clark, and seconded by Mr. 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. Harrell, Yes  
Dr. Simon-Owens, Yes  
Mrs. Pool, Yes  
Mr. Satterfield, Yes  
Mr. Clark, Yes

### **RE: Action Taken on Items in Closed Meeting**

Mrs. Nancy Pool made a motion to approve the Chair of the Board to authorize the Empower Broadband Grant Agreement, seconded by Mr. Ryland Clark and was then duly carried by the Board.

### **RE: Reports of Standing Committees and Officers**

#### **A. Finance Committee**

##### **1. Current Financials**

Mr. Harrell presented the July 2021 Financial Reports. Mr. Harrell commented on the expenses paid to Jorgenson and mentioned that we will still have one final bill that we have yet to receive. Mr. Harrell also commented on the expense to Anderson Lawn and stated that some of these expenses will only be seen at the beginning of the fiscal year. Mr. Rick Harrell made a motion to approve the July 2021 Financial Reports. Mr. Jeremy Satterfield seconded the motion and was then duly carried by the Board.

#### **B. Prospects & Properties Committee**

Mr. Satterfield stated that the Prospects and Properties Committee has not met and will schedule a meeting in the coming weeks.

#### **C. Executive Committee**

Mr. Bates stated that the Committee had not met.

**D. Executive Director Search Committee**

Mr. Bates stated that after the Committee meeting on July 16<sup>th</sup> and the final round of candidate interviews the Board selected Kristy Johnson as the new Executive Director after conducting a national search with the assistance of Jorgenson Consulting, Inc.

Mr. Bates made a motion to affirm Mrs. Kristy Johnson as the new Executive Director as negotiated and approved the signing of the employment agreement. Mr. Harrell seconded and duly carried by the Board.

**E. Interim Executive Director Report**

Mr. Davidson stated that we have completed the downsizing of Faneuil's space. He stated that the only thing left to do is develop the protocols for when Faneuil uses the vacated area for emergency operations as stipulated in their lease.

Mr. Davidson was pleased to announce that RTP has paid the first month's rent for August. He mentioned that they took limited possession August 1, even though we are still completing some of the upfits. He stated that this will be a revenue generator for the IDA.

Mr. Davidson stated that the meter for the gas line has finally been installed. He stated that the system has been hooked up and tested. Mr. Davidson mentioned that the final action from the original contract needed is installing safety guards/bumpers around the heat unit. Mr. Davidson discussed a few problems with the dock levelers. He stated that one of the manual levelers was changed to an edge leveler and that was not caught prior to construction. He stated to meet our lease obligations, we are obligated to fix the dock leveler. Mr. Davidson mentioned the costs which would be approximately \$15,000 to install a new leveler.

Dr. Simon-Owens questioned the time frame for installing the new leveler. Mr. Davidson stated that it would take about eight to ten weeks to order the parts and about four weeks to install.

Mr. Davidson stated that one of RTP's personnel damaged one edge leveler which they will have to repair. He has spoken to them, and they are aware of their obligations.

Mr. Davidson mentioned that RTP is now interested in leasing additional space. He stated that they want the space where the sports team were as well as an outcrop space on the same side of the building. Mr. Davidson mentioned that the extra rent will be \$8,261.75 per year or approximately \$600 per month. He stated that there are some upfits costs that the IDA would have to fund.

Mr. Davidson stated that Chemquest has requested 100 square feet of additional storage space. He stated that he found a place on the second floor across from Faneuil where we store a lot of materials and marked off an area for them. Mr. Davidson mentioned that we drafted a lease amendment for Chemquest and are waiting for them to sign and return. He stated the lease rate is \$5.50 per sq. ft. per year which is the same as the MBC for warehouse space.

Mr. Davidson stated that Lee Electric had moved off the parking area at SVAMC, but they are expected to return. He stated that he has advised Lee Electric that we would have to look at a lease agreement if they were planning to come back for extended periods. Mr. Davidson mentioned that he received a call from Dominion about Lee Electric coming back and wanting to use the site. He stated that they agreed to a lease and are willing to pay \$500 a month. Mr. Davidson stated they want a 6-month lease term with renewal options.

Mr. Davidson informed the Board that we had to call a plumber in to fix a leak in one of the restrooms and we have intermittent problems with a door closing. He stated that if it continues to malfunction, then the issue will have to be further corrected.

Mr. Davidson stated that he attended the Clarion Pointe Ribbon cutting ceremony. He stated that it was a great experience.

Mr. Davidson mentioned that we are working to complete the verification of the final AFID grant close outs for Springfield 1842 and Slick Rock Lumber.

Mr. Davidson mentioned that VEDP is interested in supporting business retention. He stated that VEDP visited 27 companies within 12 months. Mr. Davidson listed the companies that the VEDP had visited which includes Sunshine Mills, Grand Springs, Dollar General and Huber.

**RE: Old Business**

None

**RE: New Business**

**A. Open Comment Period**

- Mr. Ryland Clark, He congratulated Kristy on her new role as Executive Director
- Mr. Jeremy Satterfield, He thanked Mike for all he has done and congratulated Kristy on her new role.
- Mrs. Nancy Pool, No comment
- Mr. Rick Harrell, No comment
- Mr. Jeremy Catron, No comment
- Mr. Robert Bates, He welcomed Kristy back to the organization and thanked Mike for stepping up. He stated that Mike has left the organization in good shape.
- Dr. Simon-Owens, No comment

**RE: PUBLIC COMMENT**

Mr. Mike Davidson stated that the Board will be in good hands.

**RE: NEXT MEETING DATE**

The IDA will hold the next scheduled meeting on September 17, 2021, at 8:30 A.M. in the Halifax IDA Conference Room.

**RE: ADJOURNMENT:**

Motion was made by Mr. Jeremy Satterfield, seconded by Mr. Ryland Clark, and was duly carried by the Board.



Respectfully Submitted:

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Mr. Mike Davidson, IDA Interim Executive Director

Acknowledged:

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Robert Bates, Chair