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**BRIGHTER
BOLDER
BUSINESS**

**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
NOVEMBER 19, 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, November 19, 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, Mrs. Nancy Pool and Mr. Jeremy Satterfield.

RE: MEMBERS ABSENT: Mr. Jeremy Catron, Dr. Nettie Simon-Owens, and Mr. Ryland Clark

RE: OTHERS PRESENT: Mrs. Kristy Johnson – IDA Executive Director and Ms. Blair Jeffress – IDA Operations Manager

RE: MEETING CALLED TO ORDER: Mr. Robert Bates gave a prayer and then called the meeting to order at 8:33 a.m. It was determined that a quorum was present with four members in attendance.

RE: APPROVAL OF AGENDA: Mr. Rick Harrell made a motion to approve the agenda, 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 October 15, 2021 meeting minutes, seconded by Mr. Jeremy Satterfield and duly carried by the Board.

RE: REQUEST TO ENTER INTO CLOSED SESSION: Motion was made by Mrs. Nancy Pool, seconded by Mr. Rick Harrell, 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.





- Consultation with legal counsel retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Virginia Code Section 2.2-3711.A.7.

REQUEST TO RETURN TO REGULAR SESSION

Upon motion by Mr. Rick Harrell seconded by Mr. Jeremy Satterfield, then duly carried by the Board, that the body return to regular session.

CERTIFICATION

Upon motion by Mrs. Nancy Pool and seconded by Mr. Jeremy Satterfield the Board voted to take a 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. Harrell, Yes
Mr. Bates, Yes
Mr. Satterfield, Yes
Mrs. Pool, Yes

RE: Action Taken on Items in Closed Meeting

Mr. Rick Harrell made a motion to authorize IDA Staff to execute a Deed of Easement with MBC for 2135 Philpott Road. The motion was seconded by Mrs. Nancy Pool, and then duly carried by the Board.

Mr. Jeremy Satterfield made a motion to authorize IDA Staff to execute a lease with Old Dominion Packaging for the property located at 1130 Industrial Park Road. The motion was seconded by Mr. Rick Harrell, and then duly carried by the Board.

Mrs. Nancy Pool made a motion to authorize IDA Staff to execute a lease amendment and renewal with TMI for property located at 1201 Industrial Park Road. The motion was seconded by Mr. Jeremy Satterfield, and then duly carried by the Board.

RE: Reports of Standing Committees and Officers

A. Finance Committee

1. Current Financials

Mr. Harrell presented the October 2021 financial reports. Mr. Harrell noted the encumbered amounts on the financial reports and stated the financial statement items appeared reasonable. He stated that the Finance Committee met on October 29, 2021. Mr. Rick Harrell made a motion to approve the October 2021 Financial Reports. Mr. Jeremy Satterfield seconded the motion, and the motion was then duly carried by the Board.

B. Prospects & Properties Committee

Mr. Satterfield stated that the Committee met last week, and they discussed the items the Board approved.

C. Executive Committee

Mr. Bates stated that he is looking to schedule a Committee meeting at the beginning of 2022.



D. Executive Director Report

Mrs. Johnson stated that we are still waiting on the arrival of the dock levelers for installation.

Mrs. Johnson stated that she is expecting to have more information regarding the VBAF grant in mid-December.

Mrs. Johnson noted that the John Loftus visit went well, and she will continue to work through the items with the Prospects and Properties Committee.

Mrs. Johnson mentioned that she attended the Governors' Conference on Rural Prosperity. She stated that it was good to see colleagues at the event. Mrs. Johnson stated that Mr. Jeremy Satterfield participated on the panel discussion during the conference.

Mrs. Johnson stated that there has been a change to the statute allowing remote participation. She stated that the Executive Committee will review the IDA policy and procedures and make a recommendation to the full Board to update the policy to bring it in line with the updated statute.

Mrs. Johnson mentioned that she is working on the scope of services for the strategic planning process and will work with the Executive Committee to review and make recommendations to the full Board.

Mrs. Johnson stated that she will be attending a Halifax County Chamber of Commerce event.

Mrs. Johnson mentioned that the quarterly Economic Development 101 training provided by the VEDP is coming up on December 9th. She stated that the information would be shared with the full Board.

Mrs. Johnson mentioned that the Shell building sign is up, and it displays the IDA's contact information for people who may be interested in the building.

Mrs. Johnson stated that the IDA is looking to receive a refund from Samet Corporation for unused funds that had been budgeted to close out the erosion and sediment control permits.

RE: Old Business:

None

RE: New Business

A. Open Comment Period

- Mr. Rick Harrell, stated he believes we are moving forward in the right direction.
- Mr. Jeremy Satterfield, No comment.
- Mrs. Nancy Pool, She congratulated Mrs. Kristy Johnson on her feature in the Virginia Business magazine. She stated that Mrs. Johnson represented Halifax well.
- Mr. Robert Bates, thanked the Board and IDA staff for their continued hard work.



RE: PUBLIC COMMENT:

None

RE: NEXT MEETING DATE:

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

RE: ADJOURNMENT:

Motion to adjourn was made by Mr. Robert Bates, seconded by Mrs. Nancy Pool, and then duly carried by the Board.

Respectfully Submitted:

Mrs. Kristy Johnson, IDA Executive Director

Acknowledged:

Robert Bates, Chair