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**BRIGHTER
BOLDER
BUSINESS**

**MINUTES
BOARD OF DIRECTORS MEETING
INDUSTRIAL DEVELOPMENT AUTHORITY OF HALIFAX COUNTY, VIRGINIA
JANUARY 20, 2023**

RE: MEETING: The Board of Directors of the Industrial Development Authority of Halifax County, Virginia (IDA) held a regular IDA Board meeting on Friday, January 20, 2023, 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. Rick Harrell, Mr. Jeremy Satterfield, Mrs. Nancy Pool, Dr. Nettie Simon-Owens, Mr. Ryland Clark, Mr. Robert Bates and Mr. Jeremy Catron.

RE: MEMBERS ABSENT:
None

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

RE: MEETING CALLED TO ORDER: Mr. Rick Harrell called the meeting to order at 8:31 a.m. It was determined that a quorum was present with all members in attendance.

RE: APPROVAL OF AGENDA: Dr. Nettie Simon-Owens 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. Jeremy Satterfield made a motion to approve the December 16, 2022 meeting minutes, seconded by Mr. Ryland Clark and duly carried by the Board.

RE: REQUEST TO ENTER INTO CLOSED SESSION: Motion was made by Mr. Jeremy Catron 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.

*Dr. Nettie Simon-Owens left the meeting at 9:50 a.m.





RE: REQUEST TO RETURN TO REGULAR SESSION

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

CERTIFICATION

Upon motion by Mr. Jeremy Catron 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
Dr. Simon-Owens, Yes* (certified prior to departure)
Mrs. Pool, Yes
Mr. Satterfield, Yes
Mr. Clark, Yes
Mr. Catron, Yes
Mr. Bates, Yes

RE: Action Taken on Items in Closed Meeting

Mr. Jeremy Satterfield made a motion to authorize the executive director to execute a contract for the site identification study pending legal review. This motion was seconded by Mr. Jeremy Catron and duly carried by the Board.

RE: Reports of Standing Committees and Officers

**A. Finance Committee
Current Financials**

Mrs. Pool presented the December 2022 financials to the Board. She explained that everything seems to be consistent and in line with normal IDA operations. She mentioned the Hitachi upfit expense and that this is in line with expected cost.

Mrs. Nancy Pool made a motion to approve the December 2022 financials, seconded by Mr. Jeremy Satterfield and duly carried by the Board.

B. Prospects & Properties Committee

Mr. Satterfield mentioned the selection of Dewberry for the site study. He stated that he looks forward to the process of learning and gaining more knowledge in this area.

Mrs. Johnson mentioned that the Board of Supervisors will participate and be involved in this process. She stated that they are looking to appoint two Board members along with Mr. Simpson.

Mr. Satterfield stated that this is going to continue to strengthen our relationship with the Board of Supervisors.

**C. Executive Committee
None**



D. Executive Director Report

Mrs. Johnson gave an update on local and regional engagement. She mentioned that she attended several meetings including the Tobacco Commission meeting, SOVA Task Force recovery calls, SOVA R.I.S.E meetings, a VEDA meeting, an SVRA Board meeting, a Henrietta Lack Commission meeting and the community wide strategic plan implementation team meeting.

Mrs. Johnson mentioned the approval of the Tobacco Commission grant for the design of the water line to VIR. She stated that the design of the water line will began at the County level. She stated that the IDA will be involved with EDA grant application for construction funding.

Mrs. Johnson mentioned that she presented along with Tim Stuller with the VEDP and Linda Green with the SVRA to the Halifax County Leadership class. She mentioned that after the presentations, the class broke into several groups and toured a few of the industries in the County.

Mrs. Johnson mentioned that she is continuing to build the Live Here Work Here Campaign along with Mrs. McCormick at the Chamber of Commerce. She stated that they have received the responses from the survey. She expressed that most individuals who are commuting outside of the County are women between the ages of 18-55 with a four-year degree.

Mrs. Johnson mentioned that a childcare survey has been sent out into the community to better understand the childcare needs in Halifax County. She expressed that these surveys are going to assist community leader understand where the gaps are.

Mrs. Johnson shared a few operational tasks within the IDA to include the County budget request, capital budgeting, and the release of the RFP for the Brownfields Assessment grant.

Mrs. Johnson mentioned that she is working together with Mrs. Mitzi McCormick and Mr. Lin Hite to develop a community wide business launch program grant application. She stated that the IDA is playing a small role in this project but is providing assistance where needed.

Mrs. Johnson stated that DHCD will be hosting a virtual session for how to qualify for the Enterprise Zone. She mentioned that the IDA will plan to host a local version of this session in the coming months.

RE: Old Business:

None

RE: New Business:

A. Open Comment Period

- Mr. Clark: He shared that Hitachi Energy will be graduating their maintenance mechanics program and the president from DCC will be speaking at the ceremony. He mentioned that it will be about 30 individuals graduating from the program. Mr. Clark stated that Hitachi Energy has donated funds to help with



renovations at the High School for the baseball and softball field dugouts. He mentioned that there will be ribbon cutting next month.

- Mr. Satterfield: None
- Mrs. Pool: None
- Mr. Catron: None
- Mr. Harrell: None
- Mr. Bates: None

RE: PUBLIC COMMENT:

None

RE: NEXT MEETING DATE:

The IDA will hold a regular meeting on February 17, 2023, at 8:30 A.M. in the Halifax IDA conference room.

RE: ADJOURNMENT:

Motion to adjourn was made by Mr. Rick Harrell seconded by Mr. Jeremy Satterfield and then duly carried by the Board.

Respectfully Submitted:

Mrs. Kristy Johnson, IDA Executive Director

Acknowledged:

Mr. Rick Harrell, Chair