

The Carroll County Economic Development Authority held its regular monthly meeting on Monday, February 1, 2021 at the Carroll County Governmental Complex in Hillsville.

Members present: Chairman Larry Edwards, Vice Chairman Richard Sowers, Ronnie Collins, Kaye Carter, Mandi McCraw, Marty Hall, Martin Slate

Others: Cellell Dalton, Crystal Adams, Steve Durbin, Mike Watson

CALL TO ORDER

Mr. Edwards called the meeting to order.

Mr. Collins led in invocation and pledge.

CITIZENS TIME

Mr. Tracy Moore thanked the Board for the opportunity. I want to thank you for all the work with the announcement. I am sure that it took a lot of hard work and we appreciate that. It is good to see industry that is going to be here for a long time.

MINUTES

Mr. Collins made a motion to approve the minutes from January 4, 2021.

Ms. Carter seconded the motion.

The motion passed with all members present signifying aye.

Mr. Collins made a motion to approve the minutes from January 19, 2021.

Ms. Carter seconded the motion.

The motion passed with all members present signifying aye.

PAYMENT OF INVOICES

Mr. Dalton explained that Ms. West can not be with us today, but everyone has a copy of the invoices to be paid.

Ms. McCraw asked about the Woodlawn School, AEP bills.

Mr. Dalton explained that is for outside lights.

Ms. McCraw asked if that is something we will always pay for.

Mr. Dalton stated that we are in the process of developing a deed to transfer that property back to the Board of Supervisors.

Mr. Durbin explained that assuming the deed is approved those responsibilities will be transferred to the Board of Supervisors.

Mr. Dalton told we currently have power at the old home economics department and to the building behind it where the ag shed is. There is also a huge electric bill that goes with the school gym and we are working with Landmark on that.

Mr. Durbin stated that he has prepared a memorandum of understanding between the EDA and the County governing the County departments use of the gym and that is in process.

Mr. Collins made a motion, seconded by Mr. Sowers to pay invoices as submitted.

The motion passed with all members present signifying aye.

TREASURERS REPORT

Mr. Dalton explained that everyone has the Treasurers Report. I did not get a return call from Vanguard and it looks like they are two months behind on the lease of the building. I did look at the lease and there is a clause that says if something happens, they can suspend the payment and add it to the end. I went back and looked at all our contracts and they have the same thing in them. Everyone gets the same opportunity.

Ms. Carter made a motion, seconded by Mr. Sowers to approve the Treasurers Report as presented.

The motion passed with all members present signifying aye.

Mr. Dalton explained there is a letter written to Mr. Watson regarding the bills from the PSA. I would assume those will be on the next Board of Supervisor agenda. Obviously, we do not have the resources or ability to pay that. I have asked if we can just have the county pay those directly.

Mr. Durbin stated that he can review it and report at the next meeting.

OLD BUSINESS

AUDIT REPORT

Mr. Dalton explained that he has sent some comments to the auditors as to why certain things are not show such as the Vanguard Lease and some payments. He is preparing those responses. All our transactions should be shown and at the next meeting the auditors will be here to present. If you have any questions, let me know and I can send them on. All the agreements and potential fall backs we have should be shown.

Ms. McCraw asked if we correct these things will we get a notation that they are corrected.

Mr. Dalton told that we will respond with our actions.

PROPOSED FY22 BUDGET

Mr. Dalton reviewed the proposed budget. I have tried to include everything that I am aware of including wages. I doubled that amount under contract services, but it will be one or the other, not a double payment. I have added consulting services, dues, rent and a couple things that have not been included in the past. Each line item was discussed.

Mr. Edwards asked if we could make final approval at the March meeting. If anyone has questions, let Mr. Dalton know.

RFP – ENGINEERING/SURVEYING/AUCTIONEERING

Mr. Dalton explained that the responses came in Friday. I did make a mistake on one, we had a revision of the original proposal and it said February 19th and we changed it. Only one person received that, and they brought their proposal in. I would ask for a committee to be formed to review those.

Ms. McCraw and Mr. Slate volunteered to serve on the review committee for the RFP's.

NEW BUSINESS

SET TIME AND LOCATION OF MARCH MEETING

Mr. Dalton explained that we have been invited to Felts Mansion. They want to open an addiction center and have invited us for a tour. I would also like to do our meeting there. We will need to start our meeting at 4:30. Also, the Board of Supervisors have invited to attend the tour.

Mr. Edwards responded, without objection we will set the meeting for March 1, 2021 beginning at 4:30 at the Cliffview Mansion.

VACORP RENEWAL

Mr. Dalton stated that every year we get the renewal. Last year we did massive changes. Some of these things will go off of our schedule if we transfer some of the property. On the Log Homes, do we own the log homes and does the lease require us to carry insurance.

Mr. Durbin responded that he can pull the file. I believe the EDA owns the property subject to the 99 year lease.

Mr. Dalton told we are still carrying insurance on those. I read the Vanguard lease and it says they will provide property insurance, so I don't know why we are paying insurance on that. We have to return this by April 1st to get our rates. Our total premium was around \$12,000 last year and there are several things coming off.

Ms. McCraw asked if the daycare had to have their own insurance.

Mr. Dalton stated she has to have her own property insurance, but we will look at that again.

Mr. Durbin told the Vanguard lease does provide that they carry insurance with the EDA listed as additional insurer. Once we get a copy of that the insurance can be dropped. We would just want to stay on top of the renewals.

CLOSED SESSION – PURSUANT TO VIRGINIA CODE SECTION 2.2-3711

Mr. Collins made a motion to enter Closed Session under Section 2.2-3711 A1, A5, A8

Mr. Hall seconded the motion.

The motion passed with all members present signifying aye.

COME OUT OF CLOSED SESSION

Ms. McCraw made a motion, seconded by Ms. Carter to come out of Closed Session.

The motion passed with all members present signifying aye.

CERTIFICATION OF CLOSED SESSION

Mr. Edwards certified the following:

WHEREAS, the Carroll County Economic Development Authority convened a Closed Session this date pursuant to an affirmative recorded vote and on the motion to close the meeting in accordance with the Virginia Freedom of Information Act.

WHEREAS, Section 2.2-3711(D) of the Code of Virginia requires a certification by the Board of Supervisors that such Closed Session was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Carroll County Economic Development Authority hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the Closed Session to which this certification applies, and (II) only such business matters as were identified in the motion by which this Closed Session was convened were heard, discussed, or considered in the meeting to which this certification applies.

Roll call certification as follows:

AYES: Larry Edwards
 Richard Sowers

 Kay Carter
 Ronnie Collins

Martin Slate

Mandi McCraw

Marty Hall

MOU

Mr. Collins made a motion, seconded by Mr. Sowers to approve the MOU between the EDA and the Board of Supervisors regarding the Employment of a Part Time Executive Director and authorization of the Chairman to sign the agreement, with one provision to provide reimbursement to the County of the compensation to the employee.

The motion passed with all members signifying aye.

Mr. Dalton told that he handed out a brochure about Strategic Planning. I ask that you consider advertising to see if we can get someone in place to do this.

ADJOURNMENT

Ms. McCraw made a motion, seconded by Mr. Collins to adjourn.

The motion carried with all members signifying aye.

