

The Carroll County Economic Development Authority held its regular monthly meeting on Monday, May 3 at the Carroll County Governmental Complex in Hillsville.

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

Executive Director: Donald Bryant

CALL TO ORDER

Mr. Edwards called the meeting to order.

Mr. Collins led in invocation and pledge.

CLOSED SESSION –PURSUANT TO VIRGINIA CODE SECTION 2.2-3711

The chairman asks that the first item be discussed in closed session and asks for a motion.

Motion is made by Mr. Collins and seconded.

Ayes: All Ayes.

CERTIFICATION OF CLOSED SESSION

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: (All Ayes) Larry Edwards, Kay Carter, Richard Sowers, Ronnie Collins, Martin Slate, Mandi McCraw, Marty Hall

Once open session reconvenes, Chairman Edwards asks Mr. Durbin if he could echo his answer to the question posed in closed session: Did the EDA do anything illegal?

Mr. Durbin states that he has spoken with county staff members who were involved in the hiring process, mentions that he is still reviewing documents and speaking with parties, at this point no violations of the law.

CITIZENS TIME

There were no citizens who opted to speak.

APPROVAL OF MINUTES

The chairman presents the board with the minutes for 3/1 – prefacing with the previous issues surrounding minute preparation for that meeting.

Chairman Edwards asks for a motion to approve the 3/1-3/2 EDA minutes.

Motion is made by Mr. Sowers and seconded.

Ayes: Mr. Slate, Ms. Carter, Mr. Hall, Mr. Collins, Mr. Sowers

Nays: Ms. McCraw

The motion carries, 5 for and 1 against.

The chairman presents the board with the minutes for 4/5.

Chairman Edwards asks for a motion to approve the 4/5 EDA minutes.

Ms. West asks for a minor edit to the minutes – removing mention of envelopes and other office items and amending them to appear on the next month's review.

Chairman Edwards asks for a motion to approve the 4/5 EDA minutes with the above edits.

Mr. Collins makes the motion to approve the minutes with edits and the motion is seconded.

Ayes: All ayes.

The motion carried with all members signifying aye.

The chairman presents the board with the minutes for the emergency meeting held on 4/12.

Chairman Edwards asks for a motion to approve the 4/12 EDA minutes.

Motion is made by Mr. Collins and seconded.

The motion carried with all members signifying aye.

TREASURER'S REPORT

Ms. West gave the Treasurer's report noting the below items:

Beginning of month balance \$836,469 and revenue for the month was \$75,054.

Clarified that 2 of the payments for CC Public Schools were not an overpayment but catching up from a previous month.

Listed the usual expenses, only unusual expense were the incentives that were approved in the 4/12 called meeting.

At this moment a citizen expressed issues with hearing Ms. West, dialogue is exchanged regarding microphone placement.

Debt payments – Normal monthly ACH transactions (USDA, Fire Truck Loan, Bus Loan, Carroll County Note.) Ms. West explained that one of these debts reflected a credit for rent. After disbursements, operating funds remain in the amount of \$757,468. Of those, \$97,295 are restricted as designated funds for incentives. Operating funds minus restricted funds leaves \$660,173.

Chairman Edwards asked for a motion to approve the report.

Motion is made by Ms. McCraw and seconded.

The motion carried with all members signifying aye.

Ms. West reviewed claims for the month (One of the invoices was unclear as to what the service was for, this was for a compressor at Liddle Adventures) and the next two invoices are related to that (refrigerant, etc.)

Installment on building note; mowing at the daycare; paying bills for utilities such as CenturyLink system; Ms. West explained that some payments are estimates (if the bill has not yet been received, to avoid late fees) so offsets to the expected amount/actual amount are listed here; Quarterly inspection for fire system; FY 2020 Audit; Cana Rescue Building payment made to Skyline; Treasurer's bill; ACH payments to USDA.

Claims total amounts to \$110,464.

Ms. McCraw inquires to when the 3-year agreement started with Robinson, Farmer, Cox for auditing.

Ms. West believes this is the 1st year on the current agreement.

Chairman Edwards asked for a motion to approve the payment of invoices.

Ms. McCraw expresses concern for paying the previously mentioned ambiguous bill. This bill is for the compressor at the daycare center, but the branding on the invoice did not make that very clear. We inferred this was for the compressor due to the amount, the time frame in which it was generated, and the associated bills for refrigerant.

Ms. West will hold the bill until the source of the invoice is verified.

Chairman Edwards asked for a motion to approve the payment of invoices, minus the above bill.

Motion is made by Ms. McCraw.

Mr. Sowers asks for clarification on the proposed remedy:

Ms. West explains that the packets will need to be recollected and edited and the source of the invoice will be verified.

Chairman Edwards provides some context surrounding the bill (Christiansburg Aireco Supply, Daycare address, etc.)

The motion made by Ms. McCraw does not receive a second and does not go to vote.

Chairman Edwards asked for a motion to approve the payment of invoices, minus the above bill, until the source of the invoice is confirmed.

Mr. Sowers makes the motion and it is seconded.

Ayes: All ayes.

The motion carried with all members signifying aye. The report will be approved as amended.

Old Business:

Mr. Slate asks to revisit the topic from last month (Moir Beamer's offer on renting Parcel 82-42-A through 12/31/21, for \$200) and enters a motion to do so

Chairman Edwards asked for a second to the motion to enter into the agreement with Mr. Beamer and it is seconded.

Ayes: Mr. Slate, Ms. Carter, Mr. Hall, Mr. Collins, Mr. Sowers

Nays: Ms. McCraw

The motion is carried 5 for and 1 against.

New Business:

Power easement needed for the Woodlawn School.

Chairman Edwards reviews a diagram showing the existing electric line and the proposed new line. Two trees will need to be trimmed or removed. This encroaches onto EDA property by a few feet. A transformer will be placed, and the power will enter through the back of the building (as opposed to underneath the building as it currently does.)

Chairman Edwards asks for a motion to approve easement and to sign on behalf of the EDA.

Ms. McCraw makes the motion, and it is seconded.

Ayes: All ayes.

The motion carried with all members signifying aye.

Chairman Edwards discusses hail damage at the childcare center, and there may be damage at other EDA properties. Other properties will need to be inspected and we will need to communicate with our insurance provider.

Ms. West introduces new items that were received too late to include in packets. One check in the amount of \$7699.02, which will be included in the next packet, regarding bill from county to EDA for both March and April to reimburse them for payroll costs for EDA Director. Approval is needed to release the check.

Chairman Edwards asks for a motion to pay invoices to the Supervisors and Treasury.

Mr. Sowers makes the motion, and it is seconded.

Ayes: All ayes.

The motion carried with all members signifying aye.

Mr. Collins makes a motion to allow the Chairman and Executive Director to enter an option to transact Parcel ID 68-A-4, providing that legal counsel has no objection and the motion is seconded.

Chairman Edwards asks for a vote on the motion.

Ayes: All ayes.

The motion carried with all members signifying aye.

Mr. Collins makes a motion to allow Vice Chair and Executive Director to enter into an agreement to transact Parcel ID 82-1-1 with improvements for \$450,000. Chairman states he will abstain due to conflict of interest. The motion is seconded.

Ayes: All ayes.

The motion carried with all members signifying aye – with Chairman Edwards abstaining.

Mr. Sowers makes motion to advertise for legal services for the EDA and it is seconded.

Ayes: All ayes.

The motion carried with all members signifying aye.

The chairman asks if there is any new business, Mr. Collins has a statement to make which is not new business.

Mr. Collins asks for board member time and reads a statement. The statement recalls the history of Mr. Collins on the EDA, the difference in meeting lengths then and now, and discussed the positive impacts of Ricky Thomas and his plan to hire an Executive Director. The current chair has done well in leading the board through the hiring process of the Director, with discussion from everyone being valued. Mr. Collins reviews the hiring process of the Director and affirms the boards decision. Mr. Collins goes on record commending former board chair Ricky Thomas, and thanks the current chairman Larry Edwards for his professional leadership.

The chairman thanks Mr. Collins for his comments and entertains a motion to adjourn.

ADJOURNMENT

A motion was made and seconded to adjourn. The motion carried with all members signifying aye.