

1. EDA Meeting - Agenda - 4-27-23

Documents:

[EDA APRIL 27 2023 DRAFT AGENDA.PDF](#)

2. EDA Meeting - Minutes For Approval - January 26, 2023

Documents:

[EDA JANUARY262023MINUTES \(JH\) \(002\).PDF](#)



Economic Development Authority  
Of Surry County  
45 School Street  
P.O. Box 65  
Surry, Virginia 23883



## **Agenda for the Economic Development Authority of Surry County Meeting**

**January 27th, 2023, at 6:00 PM**

**45 School Street, Surry, VA 23883 | General District Courtroom**

### **CALL TO ORDER**

### **MOMENT OF SILENCE**

### **PLEDGE OF ALLEGIANCE**

### **RECORD ATTENDANCE**

- A. Directors Present
- B. Directors Absent
- C. Recognition of Special Guest(s)

### **AGENDA REVIEW AND ACCEPTANCE (or accepted modifications)**

### **ADOPTION OF PREVIOUS MINUTES (1/26/2023 regular meeting)**

### **TREASURER'S REPORT**

- A. EDA Account Balance
- B. Surry Marketplace Fund Balance with the EDA
- C. Payment Frequency for Board Member Compensation

### **UNFINISHED BUSINESS**

- A. Administrative Service Fee

### **NEW BUSINESS**

- A. New Members
  - a. Trenton Howell
  - b. Janet Monahan
  - c. John Price
- B. Committee Appointments to support EDA activities



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## **OFFICE OF ECONOMIC DEVELOPMENT REPORT**

- A. Surry Marketplace Update
- B. Surry County Improvement Grant Update
- C. Green Energy and Other Projects on the Horizon

## **CITIZEN COMMENTS (3-minute limit)**

## **DIRECTORS COMMENT**

## **ADJOURNMENT**



**Surry County Economic Development Authority  
of Surry County Virginia**

**MINUTES OF MEETING**

January 26, 2023 @ 6:00 P.M.  
Physical Address: 203 Church Street  
Surry, Virginia 23883

**MEETING CONVENED**

A meeting of the Surry County Economic Development Authority (EDA) was called to order at 6:05 pm by Chairman, Howell Godfrey.

The meeting was officially opened with a Moment of Silence and the Pledge of Allegiance by Mr. Godfrey.

**ATTENDANCE**

The meeting was opened with the following members present;

Mrs. Joyce Henderson	Present
Mr. Myron Wooden	Present
Mr. Howell Godfrey	Present
Mr. Terry Lewis	Present

## **INTRODUCTION OF NEW EDO DIRECTOR & COUNTY ATTORNEY**

Chairman Godfrey asked Ms. Renee Chaplain, new EDO Director and Ms. Lola Perkin, new County Legal Counsel, to introduce themselves.

Ms. Chapline introduced herself to the EDA Board members and stated that she is looking forward to working with the Board. Ms. Chaplain was CEO of the Gateway Region in the past where she served for 15 years representing Surry and other Gateway Region counties. She also served as Senior Vice President for the Prince George Electric Cooperative overseeing RuralBand Project and she has managed multiple, multi-million dollar economic development projects in other municipalities.

Ms. Perkins introduced herself to the Board. She has 20+ years of legal counsel experience in the public sector. She served as legal counsel for State agencies for five (5) year and legal counsel for local governments for 15+ years. Just prior to coming to Surry, Ms. Perkins was legal counsel for Hampton, Va. Ms. Perkins reminded the Board Members of the deadline for the Statement of Economic Interest forms which is 2/1/2023 and hard copies are required with an original signature. Ms. Perkins will be also attending all meeting and representing the EDA as legal counsel.

## **ADOPTION OF AGENDA an PREVIOUS MINUTES**

The agenda was presented to the Directors for their approval. A motion was made by Mrs. Henderson and seconded by Mr. Lewis to accept the agenda as presented.

The following item was presented for correction by Mr. Godfrey:

Correction: Unfinished business Item D should just say Mobay Inc. Construction Contract

The minutes from the meeting on October 27, 2022 were presented to the Directors for their approval. A motion was made by Mr. Wooden and seconded by Mrs. Henderson to accept the previous minutes as corrected.

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## **TREASURER'S REPORT**

The treasurer's report was given by Mrs. Henderson as follows:

Account balance as of January 24, 2023-- \$65,716.96

## **UNFINISHED BUSINESS**

### **Improvement Grant Program**

Mr. Wooden agreed to the removal of the \$25.00 application fee which was previously stated in the grant application. Mrs. Henderson made a motion that the grant be adopted so that the application process can begin and the motion seconded by Mr. Lewis. Member voting results follow and the motion carried.

Ms. Henderson- yes

Mr. Wooden-yes

Mr. Lewis-yes

Mr. Godfrey-yes

### **Discussion of Fee for Administrative Services**

This item will be tabled until the next meeting.

### **Surry Marketplace (Ms. Renee Chaplin reporting)**

Ms. Chaplain gave the Board an update of the current renovation process at the Surry Marketplace.

- Currently waiting on the electrical permit
- New ceiling has been installed
- HVAC will be installed next week
- There was a problem found with rotten wood framed areas in the building. The contractor did feel that they will still be on time with the store timeframe that was set for opening (late Spring)

Mr. Lewis also stated that he was also able to walk thru the building and was very impressed with the work being done.

#### Mobay Inc. Construction Contract

Mrs. Henderson explained that with the help of Ms. Chaplain and Ms. Perkins, they were able to get the contract in place. This contract was signed today by Mobay. Mr. Lewis did address his concern as to the contract haven been reviewed by legal. Ms. Perkins did explain that she did review the document and addressed the concern from Mr. Lewis in Item 12, article 9. Mr. Godfrey also asked as to if the EDA Board is required to carry any additional insurance coverage and the answer was NO. A motion was made by Mrs. Henderson and seconded by Mr. Wooden to approve the presented contract. The voting results follow and the motion carried

Mr. Lewis- yes

Mr. Wooden-yes

Mrs. Henderson-yes

Mr. Godfrey- yes

### **NEW BUSINESS**

#### Member Vacant Seats

There are currently 3 vacant seats on the EDA Board. Ms. Perkins informed the EDA that the Board of Supervisors would be filling the vacant board seats.

#### Ideas for 2023 initiatives

Mr. Wooden suggested that they look into addressing housing issues in the County. Ms. Chaplain shared with the Board that she has been looking into this problem in the county. Mr. Lewis also stated that he wanted the Authority to work with the tourism activity in the county.

#### Citizens Comments

Dianne Cheek/Surry

- Ms. Cheeks asked if related EDA Board meeting documents can be shared on the website

Susan Corvello/Claremont

- Ms. Corvello asked if the meeting documents can be posted on the website and the current members posted

### **DIRECTOR COMMENTS**

Mr. Wooden expressed a thank you to the fellow Board members and County staff for the work being done to support County economic development efforts.

Mr. Godfrey also expressed a thank you to the all Board members for working together.

### **ADJOURNMENT**

Motion made by Mr. Wooden and seconded by Mr. Lewis to adjourn meeting and motion carried.

Meeting adjourned at 6:59

Next meeting April 27, 2023 at 6 pm