

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Friday, February 2, 2024
7:00am**

OPEN SESSION MINUTES

Present: Charlie Farrior, Dean Lee, Dr. Jay Caraway, Roger Davis, Glenn Cavanaugh, Al Searles, Kevin Smith, Ken Smith, Carrie Shields, Scotty Summerlin and Teresa Chambers

Absent:

Guests: Tim Gruebel, Parrish & Partners, PLLC

- ◆ **CALL TO ORDER**
 - Meeting was called into order by Charlie Farrior
- ◆ **CONSENT AGENDA**
 - Approve Previous Minutes
 - The motion to approve the consent agenda with recommended corrections was made by Dean Lee, seconded by Glenn Cavanaugh and passed unanimously.
- ◆ **AIRPARK IMPROVEMENT PROJECT UPDATES**
 - **Grants Status Updates**
 - **NC Commerce IDf Grant**
 - Joe McKemey, PE, McDavid & Associates, Inc. provided digital file to Parrish & Partners this week. Parrish & Partners anticipates 30 days to review and prepare construction bid package for publishing. Includes water, wastewater, roads, electrical, communications/fiber and possibly natural gas.
 - **NCSE Grant**
 - Clearing & grubbing has ceased momentarily due to rain. Engineer as well as contractor are keeping count of rain days.
 - **Golden LEAF Grant**
 - Clearing & grubbing work has come to a halt due to approximately 6" of rain. Negotiated quantities and costs for Change Order #1 to revise borrow/unclassified excavation and moving of topsoil from Airport side to make drive usable. Per invoices, approximately 62% job completion. Invoice # 3 (46,838.32) being processed this week. By contract calendar, behind schedule. Verbally approved 8 rain days. Engineer advises we wait to approve rain days until end of project. Contractor suggest 2 weeks of dry weather needed to restart work and approximately 1 month for completion.
 - **SCIF Grant**
 - No update
 - **NC Forest Service Region 1 HQ**
 - Still finalizing lease wording. Board approved EDC Director and Assistant County Attorney to communicate with NCFS officials to finalize lease agreement.

- **State Legislative Allocation for Infrastructure**
 - Carrie requested “for Infrastructure” be removed from State Legislative Allocation approval.
 - EDC Board moved to accept the allocation of \$12 million from State Legislation for Airpark Improvement Projects. The first motion was made by Ken Smith, seconded by Dean Lee and passed unanimously.
- ◆ **WESTPARK WELL PROJECT**
 - Made request to engineer to break project into 2 bids and rebid. Engineer requesting additional funds to revise project(s) and rebid. Expecting proposal next week. Suggestion also made to contact the funding agency for additional funds to complete project.

NEW BUSINESS

- ◆ **EDC STRATEGIC PLAN 2024-2027 JOINT SESSION (Exhibit A)**
 - Joint session with BOCC scheduled for February 20th at 7am in the Boyette Building at James Sprunt Community College. Breakfast will be provided by Sparty’s on-site.
 - Agenda to consist of opening remarks, welcome, introductions and prayer
 - Major talking points within and in addition to the Strategic Plan will be in slide show format.
 - Review of accomplishments by EDC for each Commissioner’s district.
- ◆ **STREET NAMES FOR AIRPARK**
 - Discussion on naming main road from Airport Rd to W. Best Rd Airpark Dr.
 - Second road to round about possibly name George Horton St. or Way. Another suggestion is Futrelle Lane.
 - Board agreed to table discussion until March’s meeting and review more suggestions at that time.
- ◆ **EDC’S DIRECTOR’S REPORT**
 - Budget & Goals FY2024
 - EDC Budget Presentation is scheduled for February 27th
- ◆ **NAMED PROJECTS UPDATE**
 - **Project Freeze** – tour taken 2 weeks ago; work progressing nicely; new hires by September
 - **Project ACC** - processing 1st 25% draw on NC One Fund; new hires at approximately 61
 - **Project Heel** – no update
 - **Project WRJ** – no update
 - **Project Ginny** – no update
- ◆ **BOARD MEMBER COMMENTS**
- ◆ **OTHER NOTES/ANNOUNCEMENTS**
- ◆ **ADJOURNMENT**
 - The motion to adjourn the open session was made by Dean Lee and seconded by Roger Davis and passed unanimously.

Minutes Approved by EDC Board Chairman:



 Chairman

4/5/24

 Date