

OPEN SESSION

**DUPLIN COUNTY
ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING**

**OPEN SESSION
AGENDA**

Duplin County EDC

**Friday, February 3, 2023
7:00 am**

I. CALL TO ORDER

II. CONSENT AGENDA

- Approval of past board minutes from January
- Review of bank statement

III. OLD BUSINESS

- Airpark Ordinance Update
- Title Issue on Parcel # 1 in Airpark
- Airpark Project Update

IV. NEW BUSINESS

- Approve Scotty Summerlin as Economic Development Corporation President
- Project Freeze Building Reuse Application
- Airpark Lease or Sale Discussion
- SCIF Additional Funding Opportunities
- Clarity on Formation and Activities of Economic Development Commission and Corporation
 - Formation documents
 - Clear up appointments

V. REQUEST TO MOVE INTO CLOSED SESSION

VI. ADJOURN

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Friday, February 3, 2023
7:00am**

OPEN SESSION MINUTES

Present: Charley Farris, Glenn Cavanaugh, Kevin Smith, Dr. Jay Carraway, Ken Smith, Dean Lee, Al Searles, Roger Davis, Scotty Summerlin and Teresa Chambers

Absent: Don Tabor

Guests: Lynn Moore and Phil Prescott, NC Works and Carrie Shields, Four County Electric Membership Corporation

I. CALL TO ORDER

- Meeting began at 7:05am and was called into order by Charley Farris
- Special Insert: Motion was made by Dean Lee to appoint Carrie Shields to the EDC Board and to move Chairman Charlie Farris to an at-large board position. The motion was seconded by Al Searles and passed unanimously.

II. CONSENT AGENDA

- **Approval of past board minutes from January**
- **Review of bank statement**
- **The motion to approve the consent agenda was made by Dr. Jay Carraway, seconded by Dean Lee and passed unanimously.**

III. OLD BUSINESS

- **Airpark Ordinance Update**
 - Board presented with quote from Parrish & Partners, LLC of \$4,200 to update the Airpark Ordinance. The motion was made by Ken Smith to approve the update at no more than \$4,200 and use the Airpark Master Plan Budget to pay cost. Motion was seconded by Roger Davis and passed unanimously.
- **Title Issue on Parcel # 1 in Airpark**
 - Board informed that title insurance will not cover the current issue concerning the title. County Attorney Tim Wilson has been given the approval to proceed with a Quiet Title Action to resolve.
- **Airpark Project Update**
 - Chad Rogers, Parrish & Partners, LLC, emailed to update the following:
 - Surveys should be completed by end of January
 - Roadway design began and adjusted alignment based on known conflicts
 - Plan sheets created and miscellaneous work completed to progress overall plan set

- Preliminary work for erosion control began with clearing beginning in April
 - Email received on February 2nd from Andy Meier, Director of Property and Construction Division, NC Department of Agriculture and Consumer Services, stated that they are requesting additional funds from DSBM due to escalation in construction costs. Schematic design has been approved by SCO and design development has begun. Still have water pressure concerns and the possible increase in their budget should they be required to include this. Interested in status of the EDC's progress concerning this issue.
 - Will make contact with Joe McKemey regarding continued conversation concerning water pressure issues for Airpark.

IV. NEW BUSINESS

- **Approve Scotty Summerlin as Economic Development Corporation President**
 - Motion was made by Roger Davis, seconded by Ken Smith and passed unanimously.
- **Project Freeze Building Reuse Application**
 - The motion was made by Ken Smith to approve the presentation of a NC Commerce Building Reuse Application for Project Freeze to the Board of County Commissioners with a 5% required match from the county. The motion was seconded by Glenn Cavanaugh and passed unanimously.
- **Airpark Lease or Sale Discussion**
 - The EDC board would prefer to lease the property in Airpark.
 - Discussion to continue
- **SCIF Additional Funding Opportunities**
 - Parrish & Partners offered to put together a "wish list" for the EDC to carry to the state legislatures on the meeting scheduled for February 15th. The board identified key areas for presentation. See listed below in number of priority.
 1. Elevated Water Tank - \$4.2 million
 2. Road Infrastructure (water and sewer included) – \$5 million
 3. 50,000 square foot shell building - \$3 million
 4. Broadband/Fiber - \$85,000 (possibly combine with water or road funding request)
 5. Potential wetland mitigation for South Park; could possibly be funded through Golden LEAF grant also
- **Clarity on Foundation and Activities of Economic Development Commission and Corporation**
 - Formation Documents
 - To clarify the formation of the Economic Development Commission, Roger Davis made the recommendation to amend the current by-laws. The amendment would be the re-titling of the Duplin County Economic Development Corporation to the Duplin County Industrial and Business Development DBA Duplin County Economic Development Commission. The by-laws would also be amended to state that the Board of County Commissioners would have the authority appoint three members to the EDC board, stating that one of the seats may be a sitting county commissioner. The Municipal Government Association board seat appointment will be removed and replaced by an at-large seat. The by-laws will also be amended to strike the word racially in Article V, line B, to state the Directors to be elected to these positions should be reflective of the geographical and diversity of Duplin County.

- These suggested changes will be made to the by-laws and be reviewed at the next EDC Board meeting in March.
 - Once the by-laws are revised, a copy will be submitted to the county manager and the county attorney for approval. Once approved, the amended by-laws will be presented to the Board of County Commissioners to approve and form the commission.
 - The Duplin County Economic Development Corporation, also known as The Foundation for Duplin County Industrial and Business Development will operate separately of the Commission, however, the Corporation will consist of the same board members as the Commission.
 - The Corporation will meet annually in June unless otherwise necessary.
- Clear up appointments
 - The next two members on the EDC board to require re-appointment are Dean Lee and Glenn Cavanaugh. These two members will be voted on at the March meeting with a renewal in June of this year.
 - Following the June renewal, each appointment and/or re-appointment of board members will be held annually in June.

V. REQUEST TO MOVE INTO CLOSED SESSION

- The motion to move into closed session was made by Dean Lee, seconded by Dr. Jay Carraway and passed unanimously.

VI. ADJOURN

- The motion to adjourn the open session was made by Dr. Jay Carraway and seconded by Ken Smith and passed unanimously.