

OPEN SESSION

**DUPLIN COUNTY
ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING**

**OPEN SESSION
AGENDA**

Duplin County EDC

**Friday, March 4, 2022
7:00 am**

I. CALL TO ORDER

II. OLD BUSINESS

- **Approval of past board minutes from February**
- **Review bank statement**
- **Update on Airport Projects**
- **Update on Master Development Plan Alternatives for Air Park**
- **Golden Leaf Foundation**
 - EDC hosting Golden Leaf Foundation on March 4th
- **EDC Board Bylaws and The Foundation for Duplin County Industrial and Business Development Update**
 - Review Proposed Changes to Bylaws

I. NEW BUSINESS

- **Golden Leaf Site Grant**
 - Signature for Work Authorization
- **Master Plan Completion**
- **Duke Energy**
 - Business Enhancement Fund
 - West Park submitted for site readiness

II. ADJOURN

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Friday, March 4, 2022
7:00am**

OPEN SESSION MINUTES

Present: Charley Farrior, Glenn Cavanaugh, Kevin Smith, Ken Smith, Al Searles, Roger Davis, Dean Lee, Carrie Shields, Teresa Chambers

Absent: Don Tabor

Guests:

I. CALL TO ORDER

- Meeting began at 7:05am and was called into order by Charley Farrior

II. OLD BUSINESS

- **Approval of past board minutes from February**
 - The motion to make corrections to minutes made by Roger Davis. Corrections noted and made in filed minutes. Motion to approve with corrections made by Ken Smith, seconded by Dean Lee and passed unanimously
- **Review Bank Statement**
 - The motion to approve was made by Roger Davis, seconded by Glenn Cavanaugh and passed unanimously
- **Update on Airport Projects**
 - NCFS Hangars complete and facility is fully occupied.
 - Successful ribbon cutting on February 24th
 - Temporary lease in place with escalation clause while permanent lease is finalized; Airport prefers 20-year lease; forest service prefers 20-year lease with option of additional 10-year lease.
- **Update on Master Development Plan Alternatives for Air Park**
 - Master Plan finalized
- **Golden Leaf Foundation**
 - EDC hosting Golden Leaf Foundation on March 4th
 - Discussion will be on approximately \$1 million in available monies that is not related to grant money already receiving
- **EDC Board Bylaws and The Foundation for Duplin County Industrial and Business Development Update**
 - Review Proposed Changes to Bylaws

- Review Proposed Changes to Bylaws
 - Changes made to revised bylaws sent out via email are only on page 10; added lines K, L and M
 - K – County does not cover foundation under liability insurance, therefore will need to purchase
 - Approximate cost is \$5,000 or less per year, depending on number of members, etc.
 - Board advised to submit application to insurance for cost estimate; push county to pay premium
 - L – Leave audit as-is unless foundation moves to enterprise budget
- Roger Davis made the motion to accept new bylaws as amended, seconded by Glenn Cavenaugh; total of seven board members agreed with motions to accept new bylaws as amended, given a unanimous vote.
 - The motion was made by Roger Davis to change the name of the foundation from The Foundation for Duplin County Industrial and Business Development to The Duplin County Economic Development Corporation. The bank account that is currently under the name, The Foundation for Duplin County Industrial and Business Development will also be changed. This change will happen after monies being received from a grant through Golden Leaf Foundation have been deposited. The old account will be closed and a new account opened under The Duplin County Economic Development Corporation. This motion was seconded by Dean Lee and passed unanimously.

III. NEW BUSINESS

- **Golden Leaf Site Grant**
 - Signature for Work Authorization
 - Work Authorization in the amount of \$4,866 needs signature
 - Received \$17,500 for finalization of due diligence
 - Roger Davis made motion to have appropriate person sign work authorization, seconded by Al Searles and passed unanimously.
- **Master Plan**
 - Completed; will have full plan for review soon
 - Discussion regarding shell building, shell hangar or building road
 - Building size needed is 50,000 square foot with 30' ceilings, clear space inside with possibility of expansion
 - Approximate total cost of road would be \$4.8 million, with water and sewer included
 - Priority #1 – 3,900' - \$2.3 million
 - Priority #2 – 1,400' - \$1.48 million
 - Priority #3 – 800' - \$542,000
 - Board recommended to move forward with clearing and grubbing roadways in Air Park
- **Duke Energy**
 - Business Enhancement Fund
 - Received \$1,500 award
 - West Park submitted for site readiness

IV. ADJOURN TO CLOSED SESSION

- The motion to adjourn to closed session was made by Ken Smith, seconded by Al Searles and passed unanimously.

V. ADJOURN

- The motion to adjourn the open session was made by Ken Smith and seconded by Glenn Cavanaugh and passed unanimously.