

OPEN SESSION

**DUPLIN COUNTY  
ECONOMIC DEVELOPMENT COMMISSION  
BOARD MEETING**

**OPEN SESSION AGENDA  
Airport Conference Room**

**Friday, August 2, 2024  
7:00 am**

- ◆ **CALL TO ORDER & WELCOME**
- ◆ **CONSENT AGENDA**
  - **Approve Previous Minutes**
- ◆ **AIRPARK IMPROVEMENT PROJECTS UPDATE**
  - **Clearing & Grubbing Contract/Golden LEAF Grant**
  - **Roadway Construction, Water & Sewer Improvement Construction**
  - **NC Commerce IDF Grant**
  - **SCIF Allocation**
  - **NCFS Region 1 HQ Update**
- ◆ **ECONOMIC DEVELOPMENT READY BUILDINGS CONSTRUCTION COMMITTEE REPORT**
- ◆ **WESTPARK WELL PROJECT UPDATE**
- ◆ **NAMED PROJECTS UPDATE**
  - **Project Pear Update**
    - **Economic Development Performance and Incentive Agreement**
    - **NCAMPI – Agriculture Manufacturing & Processing Initiative Funding**
    - **NCTTFC Application**
    - **NCRR Company Application**
  - **Project Freeze**
  - **Project ACC**
  - **Project Heel**
- ◆ **DIRECTOR'S NOTES AND ANNOUNCEMENTS**
- ◆ **BOARD MEMBER COMMENTS**
- ◆ **OTHER NOTES/ANNOUNCEMENTS**
- ◆ **ADJOURN**

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION  
BOARD MEETING  
Thursday, August 2, 2024  
7:00am**

**OPEN SESSION MINUTES**

**Present:** Charlie Farris, Kevin Smith, Roger Davis, Kenneth Smith, Carrie Shields, Dean Lee, Al Searles, Glenn Cavanaugh, Scotty Summerlin and Teresa Chambers

**Absent:** Dr. Jay Carraway

**Guests:** Lynn Moore, NC Works

♦ **CALL TO ORDER**

- Meeting was called into order by Charlie Farris

♦ **CONSENT AGENDA**

- Approve Previous Minutes
- The motion to approve the consent agenda with recommended corrections was made by Ken Smith, seconded by Glenn Cavanaugh and passed unanimously.

♦ **AIRPARK IMPROVEMENT PROJECTS UPDATE**

- **Clearing & Grubbing Contract/Golden LEAF Grant**
  - Awaiting clearance from PNG for removal of temporary driveway pipe and installation of reinforced concrete pipe at W. Best Rd. entrance.
  - P&P engineer, Tim Gruebel, no longer with firm. Awaiting assignment of new engineer to take over project.
- **Roadway Construction, Water & Sewer Improvement Construction/NC Commerce IDF Grant Status**
  - Preconstruction meeting productive
  - Sewer extension permit in hand
  - Water extension permit delayed due to larger number of requests and staff shortages.
- **NC IDF Commerce Grant** – April 8, 2025 grant deadline
- **SCIF Allocation** – June 2025 deadline
- **NCFS Region 1 HQ Update**
  - Lease draft back in our hands with a few additional requested modifications
  - Minor changes concerning insurance, liability related to hazardous materials
  - Lease payment start date, use of Airport Rd. insurance coverage all agreed upon
  - Construction doc's submitted July 5<sup>th</sup> to State Construction office, 60-day review
  - Expect a re-submittal with changes; bid publication expected around November

◆ **ECONOMIC DEVELOPMENT READY BUILDINGS CONSTRUCTION COMMITTEE REPORT**

- Last meeting was July 29<sup>th</sup>
- Recommended construction of two (2) 50,000 sq. ft. shell buildings; location to be determined, specifically looking at AirPark and SouthPark
  - Consulting with NCSE, Joe Melvin, on existing inventory and stats on what is being requested
  - Recommended pitch roof in oppose to flat roof due to leaking potential
  - 250' x 200' x 30' ceiling height, expandable, single columns in middle, standard electrical with upgrade potential, no concrete floors.
  - Follow AirPark and Airport Minimum Development standards will affect façade at entrance
  - RFQ recommendations for Design-Build in lieu of Engineering Services
  - Board recommends a RFQ include request for two (2) buildings; start on possible SP location before beginning at AP
  - Consult with contractor concerning possible issues of overlap of construction of multiple projects at same locale; ensure proper infrastructure

◆ **WESTPARK WELL PROJECT UPDATE**

- Budget being presented to BOCC by Joe McKemey on August 5<sup>th</sup>
- EDC contribution of \$500,000 is included in request

◆ **NAMED PROJECTS UPDATE**

- **Project Pear**
  - Economic Development Performance and Incentive Agreement – Approved by BOCC. Company will take full advantage of incentive in 2026. Construction completion expected August 2025.
  - NCAMPI – Application under review
  - NCTTFC Application – no update
  - NCRR Application – no update
- **Project Freeze** - Upgrades complete to office space, freezer space, racks. Job creation on pace. Possible submission in December
- **Project ACC** – preparing to submit 50% disbursement request next month
- **Project Heel** – no update

◆ **DIRECTOR'S NOTES AND ANNOUNCEMENTS**

- Working on marketing material for digital/print marketing campaign. NCSE's Kassie Simmons met with us last week to collect drone footage and images.
- Finishing updates on Available Buildings and Sites. Kassie also assisting with this.
- NCSE RFI's for Chinese-owned EV battery manufacturers & related questions.
- NCSE offering new grant, Industrial Site Enhancement Program (ISEP), of \$200,000 with 20% match that could possibly be used to upgrade/enhance locations. Options discussed were entrance to AirPark, WestPark extension, SouthPark tree removal on County owned five acres
  - Roger Davis made motion to submit NCSE Application for ISEP Grant to enhance AirPark entrance and remove trees from SouthPark property. In event that both options are not available, proceed with AirPark entrance only. Motion was seconded by Al Searles and pass unanimously.

- Board requested Scotty to approach Mr. Albert Herring regarding property that adjoins AirPark with interest to sell the two small parcels of property that connects to AP. Mr. Herring's interest is solely in keeping the property a house currently sits on. County would possibly be interested in purchasing the two small parcels to ensure availability should County require use of these for future easement, infrastructure needs.

◆ **BOARD MEMBER COMMENTS**

- Al Searles proposed idea to make a recommendation to the BOCC to use \$200k-\$300k of state grant monies awarded to EDC and approach local municipalities with option of a sewer infrastructure grant option of \$200k-\$300k with 50% match to assist in advancing sewer infrastructure needs.

- Carrie Shields informed the board that the ground breaking for the new Detention Center was successful. The center will consist of three wings and 234 beds. Completion date is anticipated for 2026

- Carrie also informed the board that the Senior Services/Veteran Services new build is ahead of schedule and completion date is expected September 2024

◆ **OTHER NOTES/ANNOUNCEMENTS**

◆ **ADJOURNMENT**

- The motion to adjourn the open session was made by Roger Davis and seconded by Glenn Cavenaugh and passed unanimously.

**Minutes Approved by EDC Board Chairman:**

  
\_\_\_\_\_  
Chairman

8/30/2024  
Date