

King George County Economic Development Authority
Meeting Minutes
January 9, 2020

Call to Order:

The meeting was called to order at 5:05 pm. in the Revercomb Building Board Chambers, followed by the Pledge of Allegiance. Members present were Marsha Stonehill, Beckey Gallamore, Dreda Newman, and Rick Pabst. Dylan Teaford and Amberleigh Wankel were absent. Also present were Nick Minor, Kim Wilson, and Michele Washington.

Public Comment:

There was no public comment.

Reports from Members:

Rick Pabst had a meeting with Nick Minor and a representative from a company (name to remain confidential) regarding a proposal. The details of the proposal were discussed previously during a closed session of the EDA.

Beckey Gallamore – new member and no report

Dreda Newman reached out to the County's Finance Department, but was told that Wilma Ward was on vacation. She reported that she would update the EDA as matters progressed.

Marsha Stonehill reported that on December 13th, she emailed Rick Pabst, Nick Minor, and Dr. Young, inquiring about the use of overlay zones in King George County. Ms. Stonehill was present at Sheriff Dempsey's retirement party, which she stated was very well-attended.

On December 16th, she received clarification from Dreda Newman on concerns with the EDA financials and attended the Chamber of Commerce Christmas Party later that evening.

On December 17th, Ms. Stonehill spoke further with Dylan Teaford, receiving clarification on certain matters of discussion. She had a telephone discussion with Nick Minor regarding the skill sets needed by members of the King George EDA. She emailed Annie Cupka to further discuss the Board of Supervisors' relationship with the EDA and how to work more effectively together.

On December the 19th, Ms. Stonehill met with Annie Cupka and had a very positive conversation. Ms. Cupka suggested some steps for the EDA to consider for working more cohesively and fluidly with the Board of Supervisors. Ms. Stonehill included the details of these suggested guidelines in the EDA organizational folder, but stressed that Ms. Cupka only spoke for herself.

On December 23rd, Ms. Stonehill met with Beckey Gallamore and Annie Cupka. Ms. Gallamore was given an overview of the EDA's structure, the different tasks taken on by each member, and various EDA projects. Ms. Stonehill was pleased that Ms. Gallamore could touch every area that the EDA was trying to grow and improve on.

On December 27th, Ms. Stonehill had a conversation with Nick Minor and told him about the organizational folder and its contents.

On January 1st, she received an email from The Village of Emmaus and helped them make connections with potential development support.

On January 3rd, Marsha Stonehill sent in her resignation letter so that she could focus her energy toward the development of the Ralph Bunche Arts and Humanities Center. Due to her relationship with one of the Supervisors, Ms. Stonehill struggled with ethical questions that were arising.

On January 6th, she had a discussion with Wilma Ward and the Finance Department. They concluded that it did not make sense for Ms. Stonehill to sign for the LGIP transfer, since the EDA would soon have a new chairperson.

Nick Minor reported on the income and expenses of the EDA. He had a discussion with Wilma Ward, who gave him an estimated figure on yearly EDA expenses. He stated that after the official EDA fiscal year 2018/2019 audit, he would provide a hard copy to the EDA and explain the findings. The audit report would be available sometime between February and March 2020. Mr. Minor affirmed that by the next meeting of the EDA, on February 13, he would have FY2018/2019 broken down so that the EDA could establish an operating budget for 2020 and a budget for the Business Appreciation event. Mr. Minor also stated that he requested more funding from the county to help support the event and would assist in finding additional sponsors. He suggested that the EDA use the February 13, 2020 meeting as the initial planning session for the upcoming Business Appreciation event.

Action Items

a. Vote on Industrial Park Lease

Nick Minor and Rick Pabst had what they thought was a good conversation with the representative of the prospective lessee at the Industrial Park. They made clear that they felt the price point offered and countered was too low. The lessee's representative indicated that there was a possibility for negotiation. Mr. Minor and Mr. Pabst also discussed the idea of an escalator cost that would increase slightly each year of the lease, and asked if there was any room for negotiation. The representative said normally not, but he would take their requests back to his boss. The response from the company was that they did not want to negotiate. Furthermore, they dropped back to the original amount, would not honor their counter offer, and said that they were negotiating on other properties. Rick Pabst made the motion to vote on the proposal as it was originally proposed in closed session. Dreda Newman seconded and the motion moved. A vote was taken on the proposal. Two members opposed, one member abstained from voting, and the proposal was ruled as declined. Rick Pabst made the motion to have Nick Minor counter the original amount in the proposal with the amount that was used in the counter offer made by the prospective lessee. Dreda Newman seconded the motion and the motion moved.

Election of Chair and Vice-Chair

The election of Chair and Vice-Chair of the EDA was tabled until the February 13, 2020 meeting.

Adopt Meeting Schedule for 2020

The EDA decided not to change their meeting days or times and would still meet on the second Thursday of each month from 5:00 pm. – 7:00 pm. in the Revercomb Board Chambers.

Adoption of Standards of Conduct

The adoption of the Standards of Conduct for Members the EDA was tabled until the February 13, 2020 meeting.

Adjourn

Marsha Stonehill adjourned the meeting of the King George Economic Development Authority at 6:12 pm.

Minutes submitted by: Michele K. Washington, EDA Clerk/Secretary

Signature: _____

Date Approved: _____