

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF DECEMBER 13, 2016

At a meeting of the Economic Development Authority held on the 13th day December 2016, at Luminary Air Group, LLC – 18321 Parkway, in Melfa, Virginia.

1. CALL TO ORDER

A. MEMBERS PRESENT AND ABSENT

Economic Development Authority Members Present:

Mr. John LeCato, Chairman
Mr. Calvert Seybolt, Vice Chairman
Mr. Wesley Edwards, Treasurer
Ms. Ira Ashby-Hope
Ms. Stella Rohde

Members Absent:

Mr. C. Ray Davis
Mr. Robert Bloxom

Others Present:

Ms. Kristen Tremblay, Assistant Planner
Mr. Paul Muhly, Board of Supervisors' Liaison, District 4
Mr. Harrison Phillips, Board of Supervisors' Liaison, District 5
Ms. Barbara Haxter, Airport Manager

B. DETERMINATION OF A QUORUM

There being a quorum, the meeting was called to order at 9:08 a.m.

2. PUBLIC COMMENT PERIOD

Chairman LeCato opened the floor for the public comment period.

No one signed up or requested to speak.

3. MINUTES

A. September 13, 2016

On a motion made by Mr. Edwards and seconded by Mr. Seybolt, the Economic Development Authority voted to approve the September 13, 2016 minutes.

B. November 9, 2016

On a motion made by Mr. Edwards and seconded by Ms. Ashby-Hope, the Economic Development Authority voted to approve the November 9, 2016 minutes.

4. TREASURER'S REPORT

Mr. Edwards reported that as of October 31, 2016, the balance of the EDA account was \$36,355. He has not yet received a statement for November 2016.

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF DECEMBER 13, 2016

Chairman LeCato stated that on November 9, 2016, he made a deposit (through the County) in the amount of \$32,750, from Custis, Lewis, and Dix on behalf of Coastal Ag, for the purchase of land.

Chairman LeCato provided Mr. Edwards with the lease agreement and a check in the amount of \$150, from Marshall's Tree Service.

The EDA discussed banking with the County, its account, and audits.

On a motion made by Ms. Rohde and seconded by Ms. Ashby-Hope, the Economic Development Authority voted to authorize Mr. Edwards to work with Mr. Mason, Director of Finance, to simplify its banking processes.

On a motion made by Mr. Edwards and seconded by Mr. Seybolt, the Economic Development Authority voted to request the Board of Supervisors to maintain its budget in the amount of \$7,500.

5. INFORMATIONAL REPORT FROM CHAIRMAN AND MEMBERS

A. Ms. Rohde

Ms. Rohde inquired why Marshall's Tree Service did not return the lease agreement to her. Chairman LeCato informed the EDA that Marshall's had their attorney review the agreement; it was signed, and returned to him.

B. Mr. Edwards

Mr. Edwards reported that he had reason to believe, from hearing discussions, that the EDA will hear from Wallops Research Park to discuss development of buildings within the Park.

C. Ms. Ashby-Hope

Ms. Ashby-Hope had left the meeting at 10:38 a.m.

D. Mr. Davis

Mr. Davis had nothing to report.

E. Mr. Seybolt

Mr. Seybolt had nothing to report.

F. Chairman LeCato

Chairman LeCato had nothing to report.

6. STAFF REPORT

Chairman LeCato informed the EDA that Dr. Miner would no longer be the Secretary of the EDA as his last day is January 31, 2017.

ECONOMIC DEVELOPMENT AUTHORITY MINUTES OF DECEMBER 13, 2016

Mr. Edwards reported that he had spoken with Dr. Miner about legal representation by Cela Burge, County Attorney. Ms. Burge has been authorized, by the Board of Supervisors, to conduct legal work for the EDA, at her discretion.

7. MARKETING STRATEGIES

Mr. Edwards expressed his concern with Mr. Miner's departure from the County and how it may affect the commitment that was made for the County to host the EDA's website. Mr. Edwards will continue to follow this project.

8. OTHER BUSINESS

A. Discussion with Barbara Haxter, Accomack County Airport Manager, and Airport's Engineer, Jeff Tarkington from Talbert & Bright regarding easements

The EDA heard from Ms. Haxter and Accomack County Airport's Engineers, Talbert & Bright about easements, obstruction, and removal of trees in the vicinity of the Airport for protection purposes. Ms. Burge is reviewing the deed of restrictions.

After an in depth discussion regarding easements, ownership of airspace, management of trees, the EDA agreed that it needed more time to discuss this topic. Staff will send Talbert & Bright a map of the EDA land for an overlay. Once the map has been returned with the overlay, staff will provide it to EDA members prior to its meeting.

9. CLOSED SESSION

Chairman LeCato read a proposed motion to go into closed session pursuant to Section 2.2-3711.5 of the Code of Virginia. Mr. Edwards moved the motion and Ms. Rohde seconded it. The motion passed unanimously.

At the conclusion of the closed session, the door was opened and Chairman LeCato asked for a roll call vote to go back into public session. All Ayes.

10. NEXT MEETING

The next regular Economic Development Authority meeting is scheduled for Tuesday, January 10, 2017 at 9:00 a.m. at the Accomack County Airport Conference Room, in Melfa, Virginia.

11. ADJOURNMENT

On a motion made by Mr. Edwards and seconded by Ms. Rohde, the Economic Development Authority voted to adjourn the meeting at 10:36 a.m.

Mr. John LeCato, Chairman

Jessica L. Taylor, Recording Secretary