

**KING GEORGE COUNTY ECONOMIC DEVELOPMENT AUTHORITY**  
**February 12, 2009**

The Chairman, Mr. Glen Moore, called the regular meeting of the King George County Economic Development Authority to order at 6:00 p.m. in the Board Room of the Revercomb Building, 10459 Courthouse Drive, King George, Virginia, with a quorum being present. Mr. Glen Moore, Mr. Terry Moore, Mr. Ballenger, Mr. Hughes, Ms. Philbrick and Mr. Zilic were in attendance. Ms. Churchill was absent.

**Election of Officers:**

***Chairman:***

Mr. Glen Moore opened the floor for nominations for Chairman. On a motion by Mr. Terry Moore, seconded by Mr. Zilic, and carried unanimously, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye, and Mr. Zilic Aye, Mr. Glen Moore's name was placed in nomination. No other nominations were made from the floor. Mr. Glen Moore was elected as Chairman of the EDA for 2009.

***Vice-Chairman***

Mr. Glen Moore opened the floor for nominations for Vice-Chairman. On a motion by Mr. Ballenger, seconded by Mr. Hughes, and carried unanimously, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, Mr. Terry Moore's name was placed in nomination. No other nominations were made from the floor. Mr. Terry Moore was elected as Vice-Chairman of the EDA for 2009.

***Vice-Secretary***

Mr. Glen Moore opened the floor for nominations for Vice-Secretary. On a motion by Mr. Hughes, seconded by Ms. Philbrick, and carried unanimously, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, Ms. Anita Churchill's name was placed in nomination. No other nominations were made from the floor. Ms. Churchill was elected as Vice-Secretary of the EDA for 2009.

Per the EDA's by-laws, amended May 8, 2008, the Economic Development Director will serve as Secretary/Treasurer of the EDA and will not need to be elected on a yearly basis.

**Approval of Minutes:**

Mr. Zilic made a motion, seconded by Mr. Hughes, to approve the four sets of minutes as one action. Mr. Zilic withdrew his motion, Mr. Hughes withdrew his second, as it was determined that all EDA members were not in attendance at some of the meetings and would not be able to vote on those particular minutes.

On a motion by Mr. Zilic, seconded by Mr. Ballenger, and carried by a 5-0-1 vote, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye, Mr. Zilic Aye, and Ms. Philbrick Abstaining, the King George County Economic Development Authority approved the minutes of the joint meeting of the EDA with the King George County Board of Supervisors held on August 11, 2008, as presented.

On a motion by Mr. Terry Moore, seconded by Mr. Hughes, and carried unanimously, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority approved the minutes of the regular meeting of December 11, 2008, as presented.

On a motion by Mr. Zilic, seconded by Mr. Terry Moore, and carried by a 5-0-1 vote, each member voting as follows: Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; Mr. Zilic Aye; and Mr. Glen Moore Abstaining, the King George County Economic Development Authority approved the minutes of the regular meeting of January 8, 2009, as presented.

On a motion by Mr. Hughes, seconded by Mr. Zilic, and carried by a 5-0-1 vote, each member voting as follows: Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; Mr. Zilic Aye; and Mr. Glen Moore Abstaining, the King George County Economic Development Authority approved the minutes of the special called meeting of January 22, 2009, as presented.

#### Treasurer's Report:

On a motion by Ms. Philbrick, seconded by Mr. Hughes, and carried unanimously, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority approved the invoices submitted for payment in the total amount of \$45,814.12.

#### Public Comment:

The Chairman opened the floor for public comment. There being none, the Chairman closed that portion of the meeting.

#### Comments or Reports from the Directors:

The Chairman referenced a letter the EDA received from the Department of Environmental Quality (DEQ) regarding a request for a permit for sludge application on acreage near the industrial park. Part of the application process is to send letters to adjoining property owners informing the owners of this permit request. No action is required by the EDA.

#### New Business:

***Recruitment for Economic Development Director*** – Applications are being accepted and review of applications will begin on March 2, 2009. There is no mandated deadline for applications to be submitted. The position is open until filled.

***Status of Title Issues regarding Lot 2*** – The EDA took action at its January 8, 2009 meeting to authorize the Economic Development Director to engage an attorney for the purposes of resolving the lien issues associated with the title on Lot 2 in the King George Industrial Park in an amount NTE \$4,000, based on the estimate of 20 hours of work at a rate currently paid to the EDA's legal counsel, Hefty & Wiley. Mr. Gore has contacted Mr. Mark Fleckenstein to review these issues. Updated information will hopefully be available for the EDA at the March meeting.

***Renewal of VACo General Liability and Public Officials Liability Insurance*** – The policy is up for renewal effective May 1, 2009. The cost each year has been between \$700 and \$750. The requested information will be submitted to VACo and a final bill will be formulated based on that information and presented to the EDA for final approval.

***Virginia Electronic Commerce Technology Center (VECTEC) & Opportunities to Assist Small Businesses*** – The Chairman presented information regarding VECTEC, a non-profit organization dedicated to enhancing electronic

commerce within Virginia businesses and is affiliated with Christopher Newport University. VECTEC offers various e-Commerce services from initial site consultation to website design and marketing. This information was presented for information purposes only and required no action by the EDA. This opportunity may be further researched once an Economic Development Director is in place.

#### **Unfinished Business:**

***RFP for Broker Services*** – The Chairman recommended that any further action on the RFP for broker services be tabled until an Economic Development Director is on board. Only one response was received on the RFP and that was from a local real estate firm, Century 21 Battlefield. Ms. Philbrick has agreed to serve on the review committee for the Broker Services RFP. There was considerable discussion among the EDA Directors about the type of broker needed to market not only the industrial park but the county as well and the advantages and disadvantages of hiring a local broker as opposed to a broker with international access. EDA Directors also expressed concern that there was only one company to respond and no opportunity to do a comparison of bids or evaluation of bidders. Ms. Philbrick was very supportive of hiring a local broker and shared information based on her years of experience in the real estate market. She spoke highly of Century 21 Battlefield and felt that company has the capability needed and would represent the County well.

***RFP For Rail Repair*** – The Chairman provided an update on the responses to the RFP for rail repair. Seven responses were received and the committee interviewed two of the companies that responded and have had a follow up meeting with one of those, Cranemasters. Mr. Moore explained that the estimated cost of repairs of the track owned by the EDA is approximately \$48,000. There exists some confusion about the road crossing issue and the costs for repairs with estimates ranging from \$5,000 to replace the paving to \$80,000 to remove all the railroad ties, install a new rail bed, etc. Since Waste Management, Inc. is a major user of the rail, Mr. Moore has asked the County Administrator to contact them to see if Waste Management would be willing to provide partial or all of the funding for this repair. There may be a possibility of securing some funding from Gerdau Ameristeel since they too are a user of the rail service. Mr. Terry Moore inquired as to the inspection of the tracks, who is responsible for such inspections and how often they are performed. He also suggested perhaps track maintenance costs be included in the price of the lots left to sell in the industrial park or some type of language in the sales contract for the purchaser to share in the responsibility of rail maintenance.

#### **Information Items:**

Copies of the EDA Audit for the Year Ending June 30, 2008, were distributed to the EDA members for review and Mr. Andrew Grossnickle of Robinson Farmer Cox will present the audit to the EDA at the March 12, 2009 meeting.

The Annual King George Home Show will be held at the new King George High School on Saturday and Sunday, March 7<sup>th</sup> and 8<sup>th</sup>. Last year, the EDA had a booth which Mrs. O'Quinn manned for most of the event. The Chairman, felt, in the absence of an Economic Development Director, the EDA would not have a booth at this year's show. The EDA concurred with that decision.

The Directors discussed the upcoming Business Appreciation Week which is being observed statewide during the week of May 10<sup>th</sup> to May 16<sup>th</sup> and began making plans for the annual Business Appreciation Week event at the Citizens Center. On a motion made by Mr. Zilic, seconded by Mr. Hughes, and carried unanimously, each member voting as follows: Mr. Glen Moore Aye; Mr. Terry Moore Aye; Mr. Ballenger Aye; Mr. Hughes Aye; Ms. Philbrick Aye; and Mr. Zilic Aye, the King George County Economic Development Authority approved the date of Thursday, May 14, 2009, for the Annual King George County Business Appreciation Event, pending availability of the Citizens Center. Planning for this event will be placed on the agenda for further discussion at the March 12<sup>th</sup> meeting.

There being no further business to come before the EDA, the Chairman adjourned the meeting.