

**DUPLIN COUNTY
ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING**

**OPEN SESSION AGENDA
Airport Conference Room**

**Friday, April 4, 2025
7:00 am**

- ♦ **CALL TO ORDER & WELCOME**
- ♦ **CONSENT AGENDA**
 - Approve Previous Minutes
- ♦ **AIRPARK IMPROVEMENT PROJECTS UPDATE**
 - Roadway Construction, Water & Sewer Improvement Construction
 - NC Commerce IDF Grant
 - SCIF Allocation
 - **ACTION ITEM:**
 - *Review Connor Drafting & Design Proposal (1bed, 1bath floor plan) in amount of \$1,800*
 - NCFS Region 1 HQ Update
- ♦ **ECONOMIC DEVELOPMENT READY SHELL BUILDINGS CONSTRUCTION COMMITTEE REPORT**
 - **ACTION ITEM:**
 - *Thomas & Hutton Proposal for On-call Engineering & ED Services – SouthPark Further Due Diligence in a not-to-exceed amount of \$10,000*
 - **ACTION ITEM:**
 - *Wallace Zoning Text Amendment request for 25' setbacks for side and rear yards – Industrial District*
- ♦ **WESTPARK BUSINESS & INDUSTRIAL PARK UPDATE**
 - Well Project Update
 - **ACTION ITEM:**
 - *Warsaw WWTP Capacity Expansion Support Letter*
- ♦ **NCSE ISEP PROJECT – NEW AIRPARK ENTRANCEWAY IMPROVEMENTS**
 - **ACTION ITEM:**
 - *Review The Wilson Group Entranceway Sign Concepts*

- ♦ **BEULAVILLE SITE DUE DILIGENCE**
 - **ACTION ITEM:**
 - *Timmons Group proposal for Beulaville Site further Due Diligence*
- ♦ **NAMED PROJECTS UPDATE**
 - Project Pear
 - Project Freeze
 - Project ACC
 - Project Heel
 - Project Panda
- ♦ **DIRECTOR'S NOTES AND ANNOUNCEMENTS**
- ♦ **BOARD MEMBER COMMENTS**
- ♦ **OTHER NOTES/ANNOUNCEMENTS**
- ♦ **ADJOURN**

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Friday, April 4, 2025
7:00am**

OPEN SESSION MINUTES

Present: Charlie Farrior, Kevin Smith, Roger Davis, Dean Lee, Carrie Shields, Al Searles, Glenn Cavanaugh, Teresa Chambers & Scotty Summerlin

Absent: Kenneth Smith & Dr. Jay Caraway

Guests: Joe McKemey, McDavid Associates, Lynn Moore, NC Works

♦ **CALL TO ORDER**

- Meeting was called into order by Charlie Farrior

♦ **CONSENT AGENDA**

- Approve Previous Minutes
- The motion to approve the consent agenda was made by Dean Lee, seconded by Glenn Cavanaugh and passed unanimously.

♦ **AIRPARK IMPROVEMENT PROJECTS UPDATE**

- **Roadway Construction, Water & Sewer Improvement Construction**
 - Chatham Civil Contracting is requesting a change order that would add additional days which would extend completion date to September 2025. Parrish & Partners not good with extension and advised contractor. Waiting on response.
- **NC Commerce IDF Grant**
- **SCIF Allocation**
- **ACTION ITEM:**
 - *Review Connor Drafting & Design Proposal (1 bed, 1 bath floor plan) in amount of \$1,800*
 - Motion made by Roger Davis to approve Connor Drafting & Design Proposal, seconded by Glenn Cavanaugh and passed unanimously
- **NCFS Region 1 HQ Update**
 - Bidding expected July 2025

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

- **ACTION ITEM:**
 - *Thomas & Hutton Proposal for On-Call Engineering & ED Services – SouthPark Further Due Diligence in a not-to-exceed amount of \$10,000*
 - Al Searles made motion to approve Thomas & Hutton Time & Expense proposal as written and include a wetlands delineation within SouthPark staying within cost of \$20,000. Second motion was made by Dean Lee and passed unanimously.

- Funds for services will be provided through Duke Energy Site Readiness with match from EDC Budget funds up to \$10,000.
- ♦ **WESTPARK BUSINESS & INDUSTRIAL PARK UPDATE**
 - Well Project Update
 - **ACTION ITEM:**
 - *Warsaw WWTP Capacity Expansion Support Letter*
 - Motion was made by Carrie Shields that Scotty submits a letter of support on behalf of the County EDC for the Waste Water Treatment Plant Capacity Expansion in Warsaw. Motion was seconded by Roger Davis and passed unanimously.
- ♦ **NCSE ISEP PROJECT – NEW AIRPARK ENTRANCEWAY IMPROVEMENTS**
 - **ACTION ITEM:**
 - *Review The Wilson Group Entranceway Sign Concepts*
 - EDC Board made recommendations to add logo to sign, keep brick foundation using coloring related to buildings within the park. Add address to sign. Use County logo colors. Additional space for future company signage.
 - Possible option would be purchasing property across road from entrance for sign location.
- ♦ **BEULAVILLE SITE DUE DILIGENCE**
 - **ACTION ITEM:**
 - Timmons Group proposal for Beulaville Site further Due Diligence
 - Motion was made by Roger Davis to accept the Timmons Group Proposal for further due diligence with specification that the site be referred to as EastPark going forward. Total of proposal is \$67,500, with \$35,000 contribution from NC Southeast. Motion was seconded by Carrie Shields and passed unanimously.
 - Recommendation was made that the EDC board name the Beulaville property EastPark Industrial Park subject to approval by Town of Beulaville. Motion to make recommendation made by Roger Davis, seconded by Dean Lee and passed unanimously.
- ♦ **NAMED PROJECTS UPDATE**
 - **Project Pear** – no update this month
 - **Project Freeze** – possibly withdrawn application
 - **Project ACC** – continues to work towards adding employees
 - **Project Heel** – no update this month
 - **Project Panda** – currently upfitting building
- ♦ **DIRECTOR'S NOTES AND ANNOUNCEMENTS**
 - Recommendation for re-appointment of three EDC Board members as term is expiring. Carrie Shields made motion to re-appointment Roger Davis, Kevin Smith and Al Searles to the EDC Board. Kevin Smith informed that Duplin County Board of Education would have to recommend himself or another representative pending request from County. Request in process. All have agreed to accept re-appointment. Motion was seconded by Dean Lee and passed unanimously.
 - Revolving Loan Fund Request forthcoming; still in conversation with company

- Met with Joe Melvin from NC Southeast and discussed how project requests are distributed to counties. Recommendation to utilize metric system to determine what we have to offer that is viable. Keep focus on sites as well as buildings

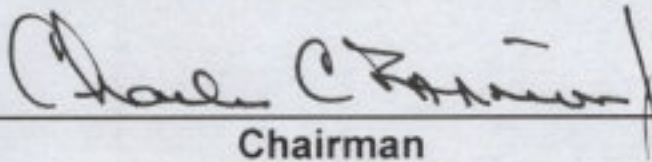
- ♦ **BOARD MEMBER COMMENTS**

- JSCC Ground Breaking scheduled for April 11th at 10am
- ECU Duplin Hospital CMS 5 Star Patient Experience Celebration April 28th at 10am
- ECU Duplin Hospital Community Lunch and Learn on April 15th at 12pm with Jeff Dial
- Concert at Event Center on May 9th with Tracy Lawrence including guest appearances by Wesko and Dillon Carmichael beginning at 7pm
- Health & Human Services Director and Deputy Director named. Director is Angel Venecia, former Director of Transportation Department and Deputy Director Lance Davis.
- Golden LEAF representatives visited the County last week and stopped by to see the progress being made in AirPark
- County representatives visited with State Legislators on March 26th to make a request for funding for an Emergency Operations Center with new tower.

- ♦ **ADJOURNMENT**

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

Minutes Approved by EDC Board Chairman:


Chairman

6/6/2025
Date