

**Economic Development Authority  
Of  
Lancaster County, Virginia  
Minutes – July 16, 2020**

The Lancaster County Economic Development Authority meeting was held in the Board/Commission Meeting Room of the Lancaster County Administrative Building and through the Zoom platform on Thursday, July 16, 2020.

Roy Carter, Chairman, called the meeting to order at 8:30 a.m.

Members Attending: Chairman Roy Carter, Vice Chair Dr. Charlotte Silverman, Jeff Szyperski, Ed Pittman, Ronald Davenport, Lewis Conway and Bruce Sanders.

Others Present: Don Gill, County Administrator, Board of Supervisors Chairman Jason Bellows, James Cornwell, County Attorney, Susan Cockrell, Town Manager of Kilmarnock, Chad Thomas, Economic Development and Tourism Coordinator for the Town of Kilmarnock, Sharon Phillips, Clerk and Treasurer of the Town of Irvington, Jimmie Carter, Paul Sciacchitano, Gabe del Rio and others.

**New Business**

**Town of Kilmarnock Request for the EDA to Disburse its CARES Act Funds**

Susan Cockrell, Town Manager of Kilmarnock, stated that she wanted to discuss the town's small business grant program. She stated that funds were federal funds that went to the states and then the counties and cities and towns based on population. She stated that Kilmarnock has two intentions on how to spend its funds. She stated that the first intention was to take care of internal costs that have been associated with the crisis such as personal protection equipment and sanitizing and the second intention was to pass through funds, in the form of grants, to local businesses.

Ms. Cockrell stated that, by law, the Town of Kilmarnock cannot disburse grant funds and it needs a non-profit partner to be the disbursing agent. She stated that she was requesting that the Lancaster County EDA be the Town of Kilmarnock's disbursing agent for the grant program for local businesses. She stated that they have \$45,000 currently that they intend to make available to businesses in Kilmarnock through a grant application process. She stated that they would transfer the funds to the EDA and the town would do all of the administrative work including reviewing the applications and communicating with the recipients. She stated that the town would like for the EDA to write and mail the checks and for the EDA to provide check numbers, so that the town will know that the awardees were paid. She stated that once the town receives the go-ahead from the EDA, they will begin taking applications from the businesses and hope to have the checks out into the community by August 7<sup>th</sup>.

Ms. Cockrell stated that if the town has additional money left over in the fall and if they think their business community needs more help, there may be a second round of grants later in the year.

Mr. Cornwell stated that there will need to be a written agreement between the EDA and the Town of Kilmarnock concerning the CARES Act funds' disbursements.

Dr. Silverman stated that she would like to see something in the agreement that covers possible errors such as transcription errors.

Chad Thomas, Economic Development and Tourism Coordinator for the Town of Kilmarnock, stated that they had identified \$45,000 in emergency relief funds to support small businesses. He stated that they wanted to get the money to the businesses as quickly as possible. He stated that they will be giving micro grants to support business interruption. He stated that they have defined what business interruption is and the application will address that. He stated that the grants will be a one-time grant that will be up to \$1,000 and they intend to give out 45 grants. He stated that the business will need to have an employee, must be able to demonstrate business interruption, must be in good standing with tax payments and be within the town limits.

Mr. Pittman asked if the EDA's administrative costs would be reimbursed by the town.

Mr. Thomas replied no.

Mr. Szyperski made a motion to grant the Town of Kilmarnock's request that the Lancaster County EDA be the disbursing agent for the town's CARES Act Funds Small Business Grant Program, subject to the agreement with the EDA and the town. Dr. Silverman seconded the motion. **VOTE: 7-0.**

### **Town of Irvington Request for the EDA to Disburse its CARES Act Funds**

Sharon Phillips stated that she was representing the Town of Irvington. She stated that, on behalf of Mayor Bugg and members of the Irvington Town Council, she was present to request that the Lancaster County EDA be the disbursing agent for the Town of Irvington's CARES Act funds. She stated that, at the August town council meeting, there will be more discussion on how they intend to disburse the funds and they intend to mirror what the Town of Kilmarnock is doing.

Roy Carter asked when was the August meeting.

Ms. Phillips replied that the meeting was scheduled for the second Thursday in August. She stated that they intend to have their online platforms ready by August.

Dr. Silverman asked if there was a target date for having the funds out to the local businesses.

Ms. Phillips replied that they still need to work on the package for the council meeting, but that she would anticipate having the funds out by September 1<sup>st</sup>. She stated that the Town of Irvington has a smaller business district than Kilmarnock.

Mr. Sanders made a motion to grant the Town of Irvington's request that the Lancaster County EDA be the disbursing agent for the town's CARES Act Funds Small Business Grant Program, subject to the agreement with the EDA and the town. Mr. Pittman seconded the motion. **VOTE: 7-0.**

### **EDA Grant Request – Visions-Lead River Counties**

Judy Thompson, a member of the steering committee, joined the meeting via Zoom and stated that she was representing the grant request. She stated that Lead River Counties was designed to help develop leaders in the community. She stated that the last class that started in 2019 was not able to complete the program because of the COVID crisis and they were still trying to figure out a way for that to happen. She stated that this was the fifth year that they are applying for the grant and the funds would go towards operating expenses.

Ms. Thompson stated that they still did not know what they would be doing with the class of 2020-2021. She stated that the decision may be to do something online or postpone the class until the following year. She stated that, if the grant request was approved, their suggestion would be to either have the EDA hold the funds or they could disburse the funds and if they are not used, Lead River Counties could return them or roll them over to 2022.

Roy Carter stated that, according to the budget that had been provided, the estimated income for Lead River Counties is \$24,750 and the estimated expenses are \$24,100. He asked who in the room had been through the program and eight people raised their hands. He stated that, when he went through the program, he found it to be extremely informative and learned a lot about the area. He told Ms. Thompson that the EDA would listen to the grant requests and then make the decisions later in the meeting.

Mr. Sanders stated that since Lead River Counties has expanded to other areas he asked if they had asked other localities besides Lancaster County to contribute.

Ms. Thompson replied that she did not think they had asked other localities, but she could find out that information.

Mr. Szyperski asked if there was a prospective class for the upcoming year.

Ms. Thompson replied that they need to have the training completed for the class that ended abruptly in March of this year. She stated that they have started to compile a list of potential members for the class of 2021, but currently it is in limbo.

Dr. Silverman stated that this program has been funded by the Lancaster EDA for several years. She asked if the EDA should anticipate this request each year going forward.

Ms. Thompson replied that she did not know the answer, but could find out.

Dr. Silverman asked if she was correct in saying that the participants pay a fee.

Ms. Thompson replied that each participant pays \$500. She stated that they have a small scholarship fund for those who cannot afford the fee.

Dr. Silverman referred to the budget and asked if it was fair to say that a good amount of the expenses is related to meals.

Ms. Thompson replied that the meals do support local businesses. She stated that there were also some larger expenses for bus trips. She stated that there was a rental fee for the RCC conference room and occasionally there is compensation for speakers.

Dr. Silverman asked about the coordinator salary.

Ms. Thompson replied that the coordinator earns a small salary of approximately \$4,000 per session.

Dr. Silverman asked if Lead River Counties had approached the Lancaster County Chamber of Commerce to help with its expenses.

Ms. Thompson replied that she did not believe that they have approached the chamber for funding, but they have been involved in presentations.

Mr. Szyperski stated that he knew that this was not a part of the request, but he would like to suggest to the Lead River Counties board that they consider organizing, for lack of a better term, an alumni event. He stated that would better mobilize the human capital resource that has been developing since the program has started.

Ms. Thompson stated that they have discussed that idea. She asked if Mr. Szyperski had a project in mind or more of a social event.

Mr. Szyperski replied he thought it should be more of a training event that could give more of an affiliation between all of the classes.

Roy Carter thanked Ms. Thompson for joining the meeting and told her that he would be in touch concerning the EDA's decision on the grant request.

### **EDA Grant Request – Chesapeake Doughnut Company**

Gabe Del Rio, one of the owners of the Chesapeake Doughnut Company, stated that he came back to the area after moving away because he loves the area. He stated that he works for a company that allows him to work from home and live wherever he would like. He stated that he and his partner wanted to make an investment in the community and help to create jobs. He stated that he was asking the EDA to join them to invest in the community.

Mr. Del Rio stated that one of the things that make them unique is that they are not making income from the business and it is purely an investment. He stated that they were making jobs for other people. He stated that he noticed when he came back to the area that there were no local doughnut shops and the closest one was in Gloucester. He stated that they thought a doughnut shop would be a good business to have locally and would not interrupt any other small local businesses.

Mr. Del Rio stated that they are using only the best ingredients for both their doughnuts and coffee. He stated that they have 8 people working for them currently and they pay their full-time, permanent staff a starting salary of \$15 per hour. He stated that they want to provide a livable wage for their employees. He stated that they took a derelict building in the heart of White Stone and made it look very nice and they are still planning on making it look nicer. He stated that they are on plan, but have gone over budget on some of the capital expenditures. He stated that their vent system was over budget by \$16,000.

Mr. Del Rio stated that they are driving money back into the Town of White Stone and they have a sustainable business. He stated that their plan is to expand their product line with breakfast sandwiches.

Dr. Silverman asked if Mr. Del Rio had requested grant funds from other localities.

Mr. Del Rio stated that they did not have another grant request pending and this business was focused in Lancaster County.

Dr. Silverman asked if they were considering Warsaw as a potential location.

Mr. Del Rio replied that they were thinking about a second location in Warsaw and the town has grants available there. He stated that they were in early discussions with that. He stated that they would like to grow their business and be a rural jobs provider. He stated that Gloucester was another area to consider. He stated that they would like for their business to become a regional brand.

Dr. Silverman asked, if the request was granted, what specifically would the funds be used for.

Mr. Del Rio replied that they had exceeded their capital budget by about \$26,000 and after opening, they found that they needed more kitchen supplies than they had originally thought.

Roy Carter asked Mr. Del Rio what was an approximate total investment in the business.

Mr. Del Rio replied that the construction costs were around \$150,000, the equipment costs were around \$110,000 and operating costs last month was around \$18,000. He stated that they were approaching \$300,000 in costs.

Roy Carter asked about the number of employees.

Mr. Del Rio replied that they have 7 employees that are working over 30 hours per week currently. He stated that will fluctuate after the summer and his intention is to have as many full-time employees as possible. He stated that they have 3 managers who work a 40-hour week.

Roy Carter stated that he had spoken to the owner of another White Stone business, Out of the Oven Bakery, and he said that his business had improved since the opening of the doughnut shop because it has brought more people into town and they offer different products.

Mr. Szyperski stated that the grant request was large and it was about 64 percent of the EDA's annual intake. He asked Mr. Del Rio what would the answer be to the question of why the EDA should grant such a large request to his business.

Mr. Del Rio replied that his answer would be that his business is unique and is providing jobs to the local area and the business owners are not being paid. He stated that it is happening at a time when businesses are closing.

Jason Bellows, Chairman of the Board of Supervisors and the District 3 Supervisor, stated that Mr. Del Rio's request is a great opportunity for the EDA to put money back into the community. He stated that the business is unique and the people's money does no good in the bank over the next 6 months and they need to reinvest in the businesses that they have. He stated that more CARES Act funds will be coming and the EDA needs to focus on the money that will be available for businesses through them. He stated that this business checks all of the boxes on the EDA's grant request application and the money in the EDA's bank account needs to go to work in the community and not sit in a bank account. He stated that this is a good opportunity for investment.

### **Camoin Associates Presentation and Work Session with the Community Business Relations Advisory Committee**

Paul Sciacchitano, a member of the Community Business Relations Advisory Committee, stated that the EDA recently approved a matching grant to employ Camoin Associates as a consultant in obtaining a federal government grant under the CARES Act. He stated that grant categories that they have studied are planning and technical assistance, construction of infrastructure and other economic development projects, innovation grants, diversification efforts and travel and tourism related marketing campaigns. He stated that the Community Business Relations Advisory Committee has spent many hours studying the best possible uses of a grant.

Mr. Sciacchitano stated that Dan Gundersen and Alex Tranmer of Camoin Associates were joining them via Zoom.

Dan Gundersen, the Senior Vice President of Camoin Associates, stated that the federal government had passed the largest economic relief bill in history in response to the COVID crisis. He stated that the amount was \$2 trillion dollars. He stated that the EDA appropriation was \$1.5 billion dollars. He stated that the funds are allocated by a formula and Virginia is a part of the Philadelphia regional office. He stated that recently they have learned that there was approximately \$30 million dollars remaining for the Philadelphia pool, so they need to move

quickly. He stated that the funds have been appropriated to the U. S. EDA's most flexible program. He stated that some of the goals for Lancaster County to concentrate on would be 1) economic diversification, 2) entrepreneurship and 3) creating new modes of commerce.

Alex Tranmer of Camoin Associates stated that the first question to keep in mind when making application for the grant is "Is the application in alignment with U. S. EDA priorities?" She stated that the EDA's most recent priorities are: recovery and resilience, critical infrastructure, workforce development and manufacturing, exports and foreign direct investment and opportunity zones.

Ms. Tranmer stated that step 2 was to ask the question "Is this an approved Economic Development District of the U. S. EDA?" She stated that they have to think how helping Lancaster County can also help the region. She stated that the five goals of the Northern Neck Comprehensive Economic Development Strategy are: 1) infrastructure that facilitates the expansion of existing businesses and attracts new, higher wage industry sectors, 2) a workforce equipped with the skills and flexibility needed to succeed in a technology-based economy, 3) a more business-friendly atmosphere across the Northern Neck, 4) effective and sustainable use of the region's natural beauty, cultural amenities and tourism opportunities, and 5) aims to make the Northern Neck Region a resilient community.

Ms. Tranmer stated that the next question is "Is the response coordinated and strategic?" She stated that the EDA is going to want to see if a proposed project effectively addresses the creation and/or retention of high-quality jobs, can the applicant document that it will leverage other resources, both public and private and can the applicant demonstrate capacity to commence the proposed project promptly, to use funds quickly and effectively and provide a clear scope of work that includes a description of specific, measurable project outputs.

Ms. Tranmer stated that the two proposals that the Business Advisory Committee considered would align well with the U. S. EDA's objectives, which are 1) Economic Planning and Implementation and 2) a Business Assistance Center. She asked Jimmie Carter, one of the members of the Business Advisory Committee, if he would like to speak on the proposals.

Jimmie Carter referred to the proposed Business Assistance Center and stated that they needed to be thinking about something tangible. He stated that, as ironic as it sounds, the COVID crisis may help Lancaster County cure its economic ills. He stated that there is a new emphasis being put on being in rural areas and all of the second homes in the area are full. He stated that there are many people using the area as a retreat right now. He stated that the committee believes that Lancaster County is ideally located to respond as an area that can promote work from home opportunities.

Jimmie Carter stated that Lancaster County is surrounded by three urban areas which are Richmond, Washington D.C. and the Hampton Roads area. He stated that Time magazine did a study in 2017 which found that the Hampton Roads area was the fastest growing millennial area in the United States and Richmond was the second. He stated that, in his opinion, Lancaster County has the best quality of life in rural eastern Virginia between those three markets. He stated that the idea behind a resource center is to say to people that this is the county to come to

and bring your job with you. He stated that a Business Assistance Center would advertise to say that they want to make it easy to work in Lancaster County and be a concierge service. He stated that the center could address issues such as housing and technology and also be a place to congregate and network with others.

Jimmie Carter stated that his company had purchased the former King Carter Golf Course. He stated that the plan was for the Business Assistance Center to be located in the former club house and he showed some concept pictures of how they would renovate the colonial type of building into a more modern looking building. He stated that the hope is that the County will get some grant money and he has never been more encouraged with the potential growth of the community. He stated that, with Camoin's help, he thought they were grant worthy.

Mr. Szyperski stated that having a resource center would also be a great idea for people whose broadband service is not good and also provide opportunities to socialize and meet others.

Mr. Gundersen referred to the grant application and stated that, when making the case for Lancaster County, they also need to show that anything done for the County would benefit the region as well. He stated that they will make the County's application to the U. S. EDA as strong as it can be. He stated that the process is very competitive. He stated that the next steps will be to seek approval and buy-in from the Lancaster County EDA and the Board of Supervisors for both projects. He stated that, after that, his firm will be discussing these concepts with the U. S. EDA representative that they have been in contact with.

Dr. Silverman stated that she envisioned the Business Assistance Center as "step 1" and asked Mr. Gundersen his thoughts.

Mr. Gundersen replied that he believed that the Business Assistance Center is the starting point and could become the focus of all things to do with economic development in the County. He stated that they could begin to build their strategy around it.

Jimmie Carter stated time is of the essence for this particular pot of money, but there are other opportunities out there, such as community block grants. He stated that the Business Relations Advisory Committee wanted to thank the Lancaster County EDA and Chesapeake Bank for their collaboration with Camoin Associates.

### **County CARES Act Funding and Possible EDA Involvement**

Don Gill, Lancaster County Administrator, stated that, at their last meeting, the Board of Supervisors discussed that, for planning purposes, they could provide up to \$100,000 of the CARES Act money for economic support for businesses in the County. He stated that they did not know yet how the County would do the application process, but the details will be ironed out soon. He stated that, at the next Board meeting on July 30<sup>th</sup>, he will be giving them an update on how much of the CARES Act money has been used.

Roy Carter asked if Mr. Gill knew what number of businesses in the County, excluding the incorporated towns, that could benefit from the CARES Act funds.



Mr. Gill replied that he did not know an exact number.

Mr. Gill stated that he thought the goal would be to have a uniform, coordinated effort to help the businesses in both the County and the incorporated towns.

### **Financial Report**

Mr. Gill stated that he had sent the financial report out prior to the meeting and asked if anyone had questions about it.

Dr. Silverman asked how much of the annual \$10 million dollars allotted to the EDA is still available for bonds.

Mr. Gill replied that all of the \$10 million dollars is available, but, currently, the County has an RFP out for a revenue anticipation note for \$1.5 million dollars. He stated that would bring the figure down to \$8.5 million.

Dr. Silverman asked if the County's bond counsel, Dan Siegel, had any upcoming bond proposals for the EDA.

Mr. Gill replied that he was not aware of anything at the present time.

Dr. Silverman stated that they needed to find ways to maximize possible bond proposals, which would increase their annual income.

Mr. Gill stated that, since he had sent the financial report out, the June statements had been received. He stated that the latest balance, as of June 30<sup>th</sup>, on the certificate of deposit was \$61,806.84 and checking account balance was \$39,776.80.

### **January 16, 2020 and June 24, 2020 Meeting Minutes**

Dr. Silverman made a motion to approve the January 16, 2020 meeting minutes. Mr. Davenport seconded the motion. **VOTE: 7-0.**

Mr. Szyperski made a motion to approve the June 24, 2020 meeting minutes. Mr. Carter seconded the motion. **VOTE: 7-0.**

### **Other Business**

#### **Grant Request Decisions**

Mr. Carter stated that the first request was from Visions and the Lead River Counties program. He stated that it has been a recurring grant. He stated that he had been through the program and, in his opinion, it was an incredible program and helps economic development.

Mr. Szyperski stated that he agreed with Mr. Carter. He stated that he understood Dr. Silverman's concern about this request being an annual one, but he thought it was fundamental in developing the intellectual capital in the County. He stated that he thought his suggestion of somehow harnessing all of the prior graduates of the program could make a big difference. He stated that some of that was done when the boat tax discussions were ongoing and also when Rappahannock Community College located its satellite campus in Kilmarnock. He stated that he would be in support of the request.

Mr. Carter stated that Ms. Thompson had said they were not sure what the class structure was going to be. He stated that they might want to consider, if the request is approved, to hold the funds until they find out what the class schedule would be.

Dr. Silverman stated that she did not think that the EDA should fund this request on an on-going basis. She stated that a one-time funding would be fine and she thought it was a good program, but she did not think it fit with what they should be funding. She stated that it seemed to be more of a networking activity and thought it would fit better with something like the Chamber of Commerce. She stated that there are no actual metrics included on the grant application that show things such as increased job opportunities or how a business has been helped. She stated that, as part of their criteria, they have said that they would not be considering recurring requests, automatically. She stated that this request feels like it is automatic and that the EDA is becoming part of the Lead River Counties' budget.

Mr. Szyperski stated that he thought, metrics aside, that the Lead River Counties' program was a part of economic development in the County. He stated that part of economic development is the human capital aspect and this program does that.

Mr. Carter stated that a continuing program like Lead River Counties would do nothing but help the County and businesses.

Mr. Sanders stated that he thought funding the program was a good idea and helped with economic development. He stated that they may not be able to quantify it in dollars and cents and if they grant the doughnut shop's request, that will be the first for-profit business that the EDA ever gave money to. He stated that he would like to see the County eventually have an Economic Development Officer.

Mr. Pittman made a motion that the EDA approve the Lead River Counties' grant request of \$5,000 and that the money not be held back because if it is not used, it will be paid back to the EDA. Mr. Davenport seconded the motion. **VOTE: 6-1.**

Mr. Carter stated that the second grant request was from the Chesapeake Doughnut Company. He stated that their \$25,000 request would make it a special exception. He stated that the Town of White Stone is the southern gateway to the Northern Neck and these entrepreneurs have done a tremendous job in improving the building on the corner, in his opinion. He stated that the business is stimulating the economy in White Stone and they are employing some full-time people. He stated that the EDA had set a limit for grant requests at \$10,000 at the January 2019 meeting and decided that anything above that amount would be considered a special exception.

Mr. Pittman stated that he thought the doughnut company gave a great presentation, but, in his opinion, they should adhere to what they agreed on as far as the \$10,000 limit. He stated that it could be revisited at a later date.

Dr. Silverman stated that she agreed to sticking with their agreement on the limit. She stated that it was a great presentation and something that the EDA should support.

Mr. Szyperski stated that he thought the presentation was on point and he would support a \$10,000 grant for the doughnut company.

Mr. Sanders stated that he thought the doughnut company met all of the criteria and he would be supportive of a \$10,000 grant, as well.

Mr. Pittman made a motion to grant \$10,000 to the Chesapeake Doughnut Company. Dr. Silverman seconded the request. **VOTE: 7-0.**

Mr. Pittman suggested that it be made clearer to grant request applicants about the monetary limits. He stated that it would create less confusion and disappointment.

Dr. Silverman stated that the criteria is on the website, including the \$10,000 limit.

There was some discussion about the uniqueness of the doughnut company and how they were trying to pay their employees good wages.

Mr. Davenport stated that there was discussion about the doughnut company being unique and asked wouldn't they consider the new entertainment center that Julien Patterson is building also unique. He stated that the entertainment center will provide many jobs, as well.

Mr. Carter stated that he agreed that the new entertainment center was going to be a unique business to the area.

Mr. Davenport stated that the new doughnut shop may be different, but he did not know if he would put it in the category as being unique.

Mr. Conway stated that, in his opinion, a doughnut is a doughnut and it doesn't matter to him where he buys it. He stated that, after he had heard how much the doughnut shop owners had spent on equipment, it seemed to him that they were already financially secure. He referred to the \$25,000 grant request and asked would they really need that money to survive.

Mr. Pittman stated that Mr. Conway makes a good point, in that, the doughnut company owners used their own money. He stated that Mr. Davenport also made a good point about Mr. Patterson and the new entertainment center. He asked if, hypothetically, the EDA would give Mr. Patterson \$10,000 for his unique business.

Mr. Carter stated that, when he was first building his business, he had to get a bank loan and he did not know if that is what the doughnut company owners did. He stated that they could also have silent partners, but they did not know.

Mr. Pittman asked if they knew if the doughnut company owners had applied for bank funding.

Dr. Silverman asked why that would be an issue.

Mr. Pittman replied that he thought it might be something that would need to be looked at when reviewing the grant requests.

Mr. Sanders stated that what Mr. Pittman was talking about was whether the EDA should have criteria based on need. He stated that if they do that, then they would also need to look at financial statements and tax returns. He stated that he saw Mr. Pittman's point, but it would make the process much more complicated.

Dr. Silverman stated that it was really about what the business can contribute to the County and if the EDA wants to help to fund that effort.

Mr. Conway stated that some upcoming entrepreneurs would like to start a business, but cannot even qualify for a bank loan and it would be nice to be able to help them.

Mr. Pittman stated that Mr. Bellows had chastised the EDA for having money that they were not giving out, but the County has had \$300,000 set aside for economic development for twenty years in the Poorhouse Tract Fund.

Mr. Davenport stated that since the EDA would not be giving any money towards the entertainment center, he suggested that they put an ad in the local paper thanking Mr. Patterson for his business. He stated that he thought an acknowledgement of the business and what it can do for the community would be a good idea.

Mr. Pittman agreed that an acknowledgement in the paper was a good idea.

The consensus of the EDA members was that an acknowledgement of the new entertainment center would be placed in the local paper once it formally opens.

### **Other Business**

Dr. Silverman suggested abolishing the meeting stipend of \$50 per person. She stated that she thought the funds could be put to better use elsewhere.

Dr. Silverman made a motion to abolish the meeting stipend for EDA members. Mr. Szyperski seconded the motion. **VOTE: 7-0.**

Mr. Gill stated that he wanted to remind the EDA members that the state has changed the requirement for the Economic Interests form that is completed each year. He stated that, earlier

in the month, he had sent out the new form, the Statement of Economic Interests, which is due back on August 3<sup>rd</sup>.

Mr. Gill stated that the state is now requiring all EDA members to complete an online Conflict of Interest training by December 31<sup>st</sup>. He stated that the instructions for access were contained in the same email as the economic form.

Mr. Gill stated that the next regular EDA meeting is scheduled for October 15<sup>th</sup>. He stated that once they get a solid plan concerning the EDA's involvement with disbursing County CARES Act funds, they may need to have a special meeting before October.

### **Adjournment**

Mr. Pittman made a motion to adjourn the meeting. Mr. Davenport seconded the motion. **VOTE: 7-0.**

### **Action Items**

- Jim Cornwell, the County Attorney, will draw up agreements between the EDA and the incorporated towns concerning the CARES Act funds disbursements.
- EDA members need to submit the new form, the Statement of Economic Interests, by August 3, 2020 to be in compliance with the state.
- EDA members will need to complete the Conflict of Interest on-line training by December 31, 2020.
- An ad acknowledging the new entertainment center, on behalf of the Lancaster County EDA, will be placed in the local paper once the facility formally opens per consensus of the EDA members.
- Next regular EDA meeting will be Thursday, October 15, 2020 at 8:30 a.m., but there may be a special meeting called beforehand once a plan is in place concerning the County's CARES Act funds and how they may be disbursed to businesses located in the County.

