

August 10, 2020

**MEETING OF THE POWHATAN COUNTY ECONOMIC DEVELOPMENT AUTHORITY  
HELD IN THE POWHATAN VILLAGE BUILDING CONFERENCE ROOM, 3910 OLD  
BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, AUGUST 10, 2020 AT 6:00 PM**

**EDA Members Present:** Dan Jones, Vice-Chairman  
Tim Benusa, Treasurer  
Andrea Weber  
Matt Schiefer

**Staff Members Present:** Ned Smither, County Administrator  
Bret Schardein, Assistant County Administrator  
Roxanne Salerno, Economic Development Program  
Manager

**Guests:** John Watkins, former EDA Chairman

**Members Absent:** Russ Holland, Jr.

**A. Call to Order**

Vice-Chairman Jones called the meeting to order at 6:01 p.m. and noted that all members were present with exception of Mr. Holland. A quorum was established.

Vice-Chairman Jones opened the floor for former EDA Chairman Watkins to address the board regarding his resignation from the EDA board. Mr. Watkins noted that the new filing requirements for the Conflict of Interest Act was the deciding factor for his decision to leave the board. Mr. Watkins felt that the requirement to file the new forms was unfair and difficult for an unpaid volunteer position. Mr. Watkins commended the great board and staff that worked on Economic Development noting the leadership and various accomplishments that the EDA has achieved.

Vice-Chairman also welcomed and introduced new County Administrator, Ned Smither.

**B. Meeting Minutes from July 13<sup>th</sup>, 2020-**

Mr. Benusa motioned to approve the meeting minutes as presented. Mrs. Schiefer seconded the motion. Mrs. Weber, Mr. Benusa, Mr. Schiefer and Vice-Chairman Jones voted AYE.

**MOTION Passed (4/0).**

**C. Treasurer's Report-**

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Mr. Benusa presented the Board with the Treasurer's report as of July balances which is \$60,001.32 in the Certificate of Deposit account and \$7,300.48 in the Checking account from the last bank statement.

**D. Old Business-**

- a. CARES Act Funding for Business Grants- Contract with Community Investment Collaborative-** Mrs. Salerno presented the board the contract for the CARES Business Assistance grants program administration with Community Investment Collaborative (CIC). The Board of Supervisors passed the MOU and Resolution with the EDA allowing the \$517,404.60 to be transferred to the EDA for their use with CIC to administer the grants. The contract was presented to the board for their consideration and approval to contract with CIC.

Mr. Benusa asked about some of the provisions of the grant and how CIC would administer and check the applicants. Questions over criteria for the application and required documentation were asked. The board decided to allow Mr. Benusa to thoroughly review the contract and come up with a list of questions to talk to Stephen Davis, President of CIC. The board felt that these questions were important to keep checks and balances in order for the grant program.

The board agreed to vote to approve the contract with Community Investment Collaborative as presented with the modifications made and timeline discussed contingent upon the outcome of the conversation with CIC from Mr. Benusa.

Vice-Chairman Jones opened the floor for a motion to approve the contract upon approval of contingencies. Mr. Schiefer made a motion and Mrs. Weber seconded the motion. Mrs. Weber, Mr. Benusa, Mr. Schiefer and Vice-Chairman Jones voted AYE. **MOTION Passed (4/0).**

**E. New Business-**

- a. Economic Development Monthly Reports for July 2020** – Mrs. Salerno presented the July report to the board with mention of certain business highlights of interest and asked if there were any questions.

Vice-Chairman Jones asked Mr. Smither to talk a little more about his background in Henrico. Mr. Smither discussed his background and experience with the board.

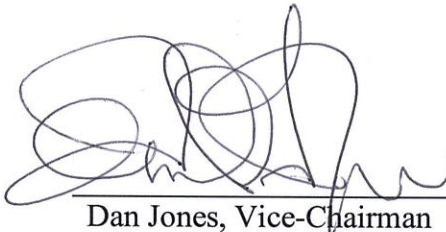
**F. Closed Session and Certification-** No closed session needed.

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**G. Adjournment**

There being no further business, Vice-Chairman Jones moved to adjourn the meeting. Mrs. Weber made the motion and Mr. Schiefer seconded the motion. Mrs. Weber, Mr. Schiefer, Mr. Benusa and Vice-Chairman Jones voted AYE. **MOTION Passed (4/0).**

The meeting was adjourned at 7:00 p.m.

  
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Dan Jones, Vice-Chairman  
Economic Development Authority

11/4/2020  
\_\_\_\_\_  
Date

  
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Roxanne Salerno, Secretary  
Economic Development Authority

11/4/2020  
\_\_\_\_\_  
Date