

**Hartsville/Trousdale County**  
**Industrial Development Board**

**Minutes**

**January 21, 2021**

**6:00 p.m.**

The meeting of the Hartsville/Trousdale County Industrial Development Board was called to order by Vice Chairman Bryan King at the Hartsville/Trousdale County Community Center. Members present were: Heather Bay, Scott Graves, Bryan King, Craig Moreland, Robert Thurman, Seth Thurman (by Zoom) and new board member Leah Verville. Also present were Mayor Stephen Chambers, County Commission Chairman Dwight Jewell, Water Dept. Manager Tommy McFarland, Dan Tidcomb (by Zoom) with the Tennessee Central Economic Authority, and Debra Morton.

A quorum was confirmed and Vice Chairman King made everyone aware that, due to rules with virtual meetings, all business/ votes must be recorded by roll call.

The Pledge of Allegiance was recited.

The newest IDB member, Leah Verville, was welcomed by Mr. King.

Heather Bay made the motion to proceed with a virtual meeting with a second by Scott Graves. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes
Craig Moreland	Yes	Leah Verville	Yes

The motion carried.

Scott Graves made the motion to approve the agenda with a second by Leah Verville. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes
Craig Moreland	Yes	Leah Verville	Yes

The motion carried.

Scott Graves made the motion to approve the minutes for the November 17, 2020 meeting with a second by Heather Bay. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes

Craig Moreland	Yes	Leah Verville	Yes
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The motion carried.

Craig Moreland made the motion to approve the Treasurer's Report with a second by Scott Graves. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes
Craig Moreland	Yes	Leah Verville	Yes

The motion carried.

Mr. King opened the floor to officer elections for 2021. Robert Thurman made the motion to elect Bryan King as Chairman with a second by Scott Graves. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes
Craig Moreland	Yes	Leah Verville	Yes

The motion carried.

Robert Thurman made the motion to elect Scott Graves as Vice Chairman with a second by Seth Thurman. Members voted as follows:

Heather Bay	Yes	Seth Thurman	Yes
Craig Moreland	Yes	Leah Verville	Yes
Robert Thurman	Yes		

The motion carried.

Scott Graves made the motion to elect Leah Verville as Secretary with a second by Robert Thurman. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes
Craig Moreland	Yes		

The motion carried.

Seth Thurman made the motion to elect Robert Thurman as Treasurer with a second by Heather Bay. Members voted as follows:

Heather Bay	Yes	Seth Thurman	Yes
Scott Graves	Yes	Leah Verville	Yes

Craig Moreland            Yes

The motion carried.

**Anderson Meat Processing**

Mr. King made the Board aware that the IDB had received a bill for \$1,200.00 for the sewer line to boundary cost as stipulated in the contract with Mr. Anderson. The Board’s estimation of the cost for installing the 48 feet of sewer line was \$20.00 per foot for a total of \$960.00 (based on average cost per foot from several outside contractors). Mr. Anderson declined the offer of \$960.00, stating that the actual cost was \$1,200.00. Mr. Anderson produced a \$1,200.00 receipt seeking payment for installing the sewer line. The receipt lacked specific information describing the work done. There was no explanation of why the cost for the sewer line exceeded the IDB’s \$960.00 offer. The Board expressed concern that the bill contained no specific measurements and that the invoice should have been more descriptive overall. Comments centered on the small difference of \$240.00, if the true cost was \$20.00 per foot, setting a precedent of paying more than a prior approval, all coupled with the Board’s responsibility in dealing with public funds.

Scott Graves made the motion to request the Chairman to contact Mr. Anderson to provide the IDB with an itemized bill of footage, price per foot and any other issues relating to rock removal and to report this back to the IDB at its February meeting for their further consideration. Heather Bay seconded the motion. Members voted as follows:

Heather Bay	Yes	Robert Thurman	Yes
Scott Graves	Yes	Seth Thurman	Yes
Craig Moreland	Yes	Leah Verville	Yes

The motion carried.

**Retail Strategies Update**

Retail Strategies/IDB are in the data gathering stage of this new effort. Mayor Chambers has submitted changes in property ownership in the downtown area to Retail Strategies. He also relayed that Walgreens has reached out to his office that they would like to sell their Hartsville building at the corner of Hwy 25 and Andrews Ave. The Mayor commented that the Retail Strategies efforts would couple well with state economic and community development efforts. There is a grant available for downtown façade improvement. A local scoring committee has been established. He also reminded board members of the February 4, 2021 Zoom meeting with Retail Strategies from 10:30-11:30 to cover the first draft of a downtown real estate analysis as a preliminary meeting prior to an in-market meeting for mid-February. IDB members should respond if they will be in attendance.

**Other Business**

The Mayor’s office has been contacted by a potential investor for the Fred’s Building. The investor was given an IDB assistance application. The Mayor also has meetings scheduled with a group of companies who might potentially come to the Power Com site to set up businesses and thereby create local jobs. This could spur other companies to come as well.

Dan Tidcomb with the Tennessee Central Economic Authority relayed information about how a third party professional opinion might be needed in possible industrial PILOT efforts. He suggested that a Retail Input Measurement Study (RIMS) might be a starting point. Younger Associates, a firm in Jackson, TN, is well-respected in this area to perform a RIMS. The cost would be \$1,800.00 with a normal 2-week turnaround. Board members suggested that we receive more information and that we would review whether to proceed with a Younger Associates study at the February IDB meeting.

The Mayor questioned whether the IDB assistance application covers both retail and industrial aspects. The Board will address this at the February IDB meeting.

**Public Comments**

There were no public comments.

Scott Graves made the motion to adjourn. Craig Moreland seconded the motion.

The meeting was adjourned.