



# ***Industrial Development Board***

## AGENDA

Meeting Date: Sept.13, 2022

Meeting Location/time: Hartsville Court House Main courtroom @ 7:30pm.

### Officers:

Chair - Vacant

Vice-Chair – Scott Graves

Treasurer – Tracy Belcher

Secretary – Leah Petty

Board members: Craig Moreland, Heather Bay, Seth Thurman

### Agenda:

1. Quorum confirmed
2. Meeting called to order
3. Pledge of Allegiance
4. Approval of the Minutes from last meeting April 26, 2022
5. Treasurer's report
6. Update IRIS Fuel Tech
7. Update Retail Strategies
8. Other business: Upcoming meeting and important dates
9. Update from the Mayor
10. Public Comments
11. Adjournment

**Industrial Development Board Minutes**

April 26, 2022 | 7:00 p.m.

The meeting of the Hartsville/Trousdale County Industrial Development Board was called to order by Chairman Bryan King at the Hartsville/Trousdale County Courthouse in the upper courtroom. A quorum was confirmed, the meeting was called to order and the Pledge of Allegiance was recited. Members present either live or virtually were: Bryan King, Scott Graves, Heather Bay, Tracey Belcher and Seth Thurman.

The minutes were submitted by Petty. Graves made the motion to approve which was seconded by Thurman. The motion passed with none opposed.

The treasurer's report was submitted by Thurman. With there having been no activity, Bay made the motion to approve the treasurer's report with Graves seconding. The motion passed with none opposed.

**Items 6-** Update on the PILOT Program- Chairman King stated, "We have had some historic steps forward with this and I am really excited at last month's County Commission meeting the PILOT Policies and Procedures and Program was adopted by the County of Trousdale. We now have a PILOT Program and that is a very exciting thing." He then stated, "The next step in that process was to appoint a third person to the three man committee. The preliminary committee which would consist of the Mayor, the Chairman of the IDB and an unelected citizen. Since Mr. Robert Thurman has resigned, (he submitted his resignation last week), he became eligible to be considered for that position and he was approached by Chairman Jewell. This was at the discretion of the chairman, (Chairman Jewell), to make. He did confirm with myself and the Mayor and I believe we both concurred that Mr. Thurman would be an excellent choice given his experience as a commissioner, his experience in banking and finance and understanding the overall impact on the community that a PILOT program can have. And also his participation in the PILOT Policies and Procedures document, itself. He was already fully qualified and experienced enough to be able to walk in the door and be able to make a good and thoughtful decision for the community. And we were happy to see him accept that nomination. And last night he was confirmed."

**Item 7-** Notate Official Resignation of Robert Thurman- Mr. Robert Thurman formally resigned from the ID Board by letter dated April 15, 2022. On April 25, 2022, he was confirmed as a member of the three person PILOT Program preliminary committee. Chairman King thanked Mr.

Robert Thurman for his service and unselfish efforts towards his community. Chairman King remarked, "He serves with dignity and honor and we are a better board for his presence and his participation. He will be sorely missed."

**Item 8-** Welcome New Board Member Tracey Belcher- Ms. Tracey Belcher was appointed to the Hartsville/ Trousdale County Industrial Development Board at the April 25, 2022, County Commission meeting. Historically, the Hartsville/ Trousdale County Industrial Development Board has had representation from both banks in the community.

Ms. Tracey Belcher is the newest representative for First National Bank in Hartsville/ Trousdale County.

**Item 9-** Election of New Treasurer- Mr. Robert Thurman's resignation leaves a set open on the Board's officer roster. Mr. Seth Thurman nominated Ms.Tracey Belcher to fill the seat of Treasurer of the Hartsville/ Trousdale County Industrial Development Board. With no other nominations being made, Ms. Belcher was elected to be Treasurer.

**Item 10-** Pivot and Recover Grant- Mayor Chambers presented a grant proposal to the board. Mayor Chambers was given the opportunity to explain the grant. He stated, "This seven page document was

given to you. It's mainly just for informational purposes. If we apply for this grant, this is basically what our submission would be for the questions that are going to be asked. So it has some specific to Trousdale County information in here. So first, I will cover what this grant is. We were in the Department of Economic and Community Development's Tennessee Downtowns Program, which is a program they have to revitalize rural downtown areas. As part of that, we did a close-out for that program. We actually finished it a couple of weeks ago. They were talking about next-steps. One of the ECD representatives and consultants suggested was looking at the Placemaker Grant that they have. We have looked at that in the past. It normally has been used to do an evaluation of the entrepreneurial equal system in your county to propose how to go forward to develop that. It can talk about co-working spaces, entrepreneurial centers, angel investor programs, mentor/mentee programs, those kinds of things. That is the typical or historical Placemaker Grant program. Well, the state was given some funds by the federal government and one of the things they did was create a phase two or a second option for the Placemaker Grant. They called it Pivot and Recover. It is basically, you can provide technical assistance, cover some other expenses or you can create a micro-grant program.

Looking at some of our requests I have gotten lately, a lot of businesses have asked for some kind of help. Looking at it, this can provide technical assistance and that can be helping them with what is called Omni-Channel, which means they could have a brick and mortar location and also an online business. It has been found that if you have both of those, what is called and Omni-channel, it increases the success of a business. It is less likely to fail going forward if it has both of those on line. So, if you have an online presence and pair that with in-person shopping it increases the likelihood that you are going to be successful. It can also help you do other kinds of evaluations, look at your business model. One of them it is going to look at is restaurants. So it can help with technical assistance to restaurants. The consultant group on that would be Retail Strategies. This is something they are assisting another community with.

They have actually recently done an application with another community to help them with it; so they are willing to help us. So, what I am proposing is: we do the Pivot and Recover and use that to retain Retail Strategies." The Mayor then informed the board that he had been on a Zoom call with Lacey Beasley of Retail Strategies. The grant can go up to \$100,000.00. Lacey's services would cost \$71,000.00. The Mayor also asked that some of the grant funds be used for an administrative fee for Amy Thomas, who is currently the grant administrator for Hartsville/Trousdale County. These administrative fees could be used to reimburse Hartsville/Trousdale County Government for the time it has taken away from the Mayor's office staff to work on other administrative duties. Ms. Beasley is going to report back to Mayor Chambers how much of the grant funds can be appropriated for administration fees. Mayor Chambers told the board that it is one hundred percent reimbursable and would cost local taxpayers nothing. It is a two year program. The Mayor's office has the official proposal. Mayor Chambers asked that the Hartsville/ Trousdale County vote to support the grant proposal.

Chairman King posed the question that if the grant was housed under the Industrial Development Board would it still be administered by Mayor Chambers' office staff. Mayor Chambers stated he would still request the administrative fee due to Ms. Thomas being the person who will be keeping up with the paperwork and processing the requests for reimbursement. Mayor Chambers reiterated that he felt like this grant would fall under the county government and not the Industrial Development Board for administrative purposes.

In regard to Retail Strategies, Mr. Graves asked, "Just to clarify, the Pivot and Recover Program are going to be a completely separate set of objectives than what we have already hired them to do through the IDB, is that correct?" Mayor Chambers replied that it would be totally separate services from what the

Industrial Development Board Retail Strategies hired them to perform.

Mr. Graves suggested that there be some negotiation with Retail Strategies of fees associated with this program due to having already been retained for similar services by the Industrial Development Board. Mayor Chambers told the board that it would be more one on one with assistance to business owners. The Mayor requested that support be made in the form of a motion and formally added to the minutes.

Mr. Graves made the motion to support in whatever way we decide, whether in the form of a letter or application. Chairman King restated the motion as "I have a motion on the floor to support the Pivot and Recover grant application and request by the Mayor of Trousedale County." Ms. Bay asked, "If this grant is received and awarded, do we need to add that longevity to the motion?" Chairman King clarified that the IDB would only be offering support of the grant request. Mayor Chambers clarified that the IDB would only be offering support for the application itself. Ms. Bay made the second to the motion. The motion passed with none opposed.

**Item 11**- Public Comments- none

Adjournment- Motion to adjourn made by Graves. Meeting adjourned.

Respectfully submitted by:  
Leah Petty  
Secretary

Hartsville/Trousdale County  
Industrial Development Board  
Treasurer's Report  
8/31/2022

Beginning balance	\$89,511.50
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Ending balance	\$89,511.50
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A handwritten signature or set of initials, possibly 'JB', located in the lower right quadrant of the page.



First National Bank

Date 8/31/22 Page 1 of 1  
Account Number [REDACTED]

INDUSTRIAL DEVELOPMENT BOARD OF  
[REDACTED]

**CHECKING ACCOUNT**

YOU 1ST BUSINESS CHECKING		Image Statement	0
Account Number	[REDACTED]	Statement Dates	8/01/22 thru 8/31/22
Previous Balance	89,511.50	Days in the statement period	31
Deposits/Credits	.00	Average Ledger	89,511
Checks/Debits	.00	Average Collected	89,511
Service Charge	.00		
Interest Paid	.00		
Ending Balance	89,511.50		

**DAILY BALANCE INFORMATION**

Date	Balance
8/01	89,511.50