

**Industrial Development Authority of Tazewell County, Virginia
Minutes**

November 12, 2025

A regular meeting of the Industrial Development Authority (IDA) of Tazewell County, Virginia, was held on Wednesday, November 12, 2025, at 2:00 pm in the board room of the Tazewell County Administration Office, 197 Main Street, Tazewell, Virginia.

Members present were: Mr. Mack Payne
Mr. Curtis Breeding
Mr. Darrell Addison
Mrs. Melanie Protti-Lawrence
Mr. Rick Chitwood
Mr. Darell Cantrell

Also present were: Mr. Tim Danielson, Economic Development Director
Mr. Brad Pyott, IDA Attorney
Mrs. Ashley Harris, Economic Development Manager and Recording Secretary
Mr. Eric Young, County Administrator
Mr. Rick Snapp, Farm Bureau Liason

Members absent were: Mr. Kyle Hurt

MEETING CALL TO ORDER:

The November 12, 2025, meeting of the Industrial Development Authority of Tazewell County, Virginia, was called to order at 2:10 pm with Mr. Darrell Addison, Vice Chairman, presiding.

APPROVAL OF MINUTES:

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Mack Payne and adopted by a vote of 6 to 0, the Authority hereby approves the October 8, 2025 Minutes as presented.

National Bank Discussion:

Mrs. Harris stated we received a letter regarding overdraft and overdraft fees on ATM and a debit card. Mrs. Harris explained the document is requesting a signature to approve or deny National Bank to authorize and pay overdraft on ATM or debit card.

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Curtis Breeding and adopted by a vote of 6 to 0, the Authority hereby authorizes Mr. Danielson or Mrs. Harris to execute the disclosure document from National Bank.

APPROVAL OF FINANCIAL ITEMS:

Mrs. Harris stated there were three more invoices received (Gillespie, Hart, Pyott, Thomas & Hunter, PC, C&A Contracting, and Treasurer of Tazewell County) since the preliminary email was sent out. Mrs. Protti-Lawrence asked the location of the concrete pad. Mrs. Harris responded the concrete pad is for the SWCC entrance at the Workforce Building.

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Curtis Breeding and adopted by a vote of 6 to 0, the Authority hereby approves the October Invoice Summary as presented.

Mr. Curtis Breeding and Mrs. Protti-Lawrence signed off on the bank statements.

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Curtis Breeding and adopted by a vote of 6 to 0, the Authority hereby approves the bank statements.

CITIZENS COMMENTS:

None.

COUNTY ADMINISTRATOR REPORT:

Project Jonah:

Mr. Young stated the bids should be coming in a few weeks at the Tazewell PSA. The Board of Supervisors' authorized Mr. Young to have San Sanderson, the law firm, to look at the user agreement that Jonah will have to sign before the Tazewell PSA will start construction for the water. Jonah will need to sign the agreement before the County will be moving forward.

IDA ATTORNEY REPORT:

Mr. Pyott stated that all board members will need to be certified for COIA/FOIA Training and will need to take the course every two years. Both courses are available online, but if there are any issues, we can coordinate to set up a mini seminar for the board.

ECONOMIC DEVELOPMENT DIRECTOR REPORT:

Project Tracking:

Mr. Danielson stated the department was following 15 active projects, approximately \$2.7 Billion CapX, 216 net new jobs, and \$12.6 million in annual payroll.

IDA Grant Guidelines Approval:

Mr. Danielson stated he sent our updated guidelines to all board members. The new guidelines require a \$3.00 matching fund from a prospective employer either retail or a prime company. The rest of the program is still relatively the same, up to \$2,500.00 for prime jobs and up to \$1,000.00 for retail jobs. The funds will be available after 12 months, but subject to the board's decision.

Upon motion of Mr. Darell Cantrell, seconded by Mr. Curtis Breeding and adopted by a vote of 6 to 0, the Authority hereby authorizes to accept the new grant incentive guidelines as presented by the Economic Development Department.

Mrs. Protti-Lawrence suggested that we do a review on this unless this is too stringent for the business who apply for the grant.

VCEDA Seed Capital Discussion:

Mr. Tim Danielson stated VCEDA is primarily for prime jobs, however in the past it was opened to any business. VCEDA was receiving an enormous number of applications seeking the \$10,000.00 VCEDA Seed Capital Matching grant and scale the program back to the retail having to be tourism. This could include restaurants if the restaurant can demonstrate that they are catering to tourism or have a tourism component. Mr. Danielson stated he is aware of one restaurant that will be applying for the VCEDA grant in the Spring round. Mr. Danielson asked the board if they would like to continue to support the restaurant applications. Mr. Chitwood stated if the restaurant can show they are affiliated with tourism or have a tourism component, he had no issue with continuing to support.

Mr. Danielson stated to keep in mind for the Spring.

RFC Audit Discussion and Approval Management Letter:

Mr. Danielson stated he received a letter from Robinson, Farmer, Cox, and Associates for the final audit.

Upon motion of Mr. Rick Chitwood, seconded by Mrs. Melanie Protti-Lawrence and adopted by a vote of 6 to 0, the Authority hereby approves to request ten copies of the Robinson, Farmer, Cox, and Associates, PLLC (hereafter "RFC") audit report and authorizing Mr. Tim Danielson to execute the draft Management Representation letter for RFC.

ADDITIONS/DELETIONS TO EXECUTIVE SESSION:

Upon motion of Mr. Curtis Breeding, seconded by Mr. Rick Chitwood and adopted by a vote of 6 to 0, the Authority hereby approves to add matter 8 (A)(29) Project Frazier.

Mrs. Harris recused herself from the Project Homestead B Discussion.

ENTER EXECUTIVE:

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Mack Payne, and unanimously passed with all members present voting in favor, the Industrial Development Authority of Tazewell County, Virginia, hereby enters into executive session pursuant to Virginia code, section 2.2-3711 for the items listed below and the added items above:

7 Matters –

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| 1 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Project Homestead A Presentation |
| 2 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Project Homestead B Presentation |
| 3 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Ponderosa Property Update Discussion |
| 4 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Project Smart Power Update |
| 5 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Project Resort Discussion |
| 6 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Project Alpha |
| 7 | (A) (5) | Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. | Project Osprey |

RETURN FROM EXECUTIVE SESSION:

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Mack Payne, and unanimously passed with all members present voting in favor, the Industrial Development Authority of Tazewell County, Virginia, hereby adopts the following certification:

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Industrial Development Authority of Tazewell County, Virginia, has convened an executive meeting on this date pursuant to an affirmative vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia, requires a certification by said Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Industrial Development Authority of Tazewell County, Virginia, hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Industrial Development Authority of Tazewell County, Virginia.

ROLL CALL VOTE:

AYES: Mr. Mack Payne
Mr. Curtis Breeding
Mrs. Melanie Protti-Lawrence
Mr. Rick Chitwood
Mr. Darell Cantrell
Mr. Darrell Addison

Executive Session Action Taken:

Project Homestead:

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Mack Payne and adopted by a vote of 6 to 0, the Authority hereby authorizes to apply for a VCEDA grant for a PER and environmental assessment study for the former CNX property adjacent to the Tazewell Career and Technical Center.

Other Business:

IDA Meeting Date Change:

Mr. Danielson stated that he would not be able to attend the December 10, 2025 IDA board meeting due to traveling. Mr. Danielson asked the board if they would like to reschedule the board meeting to a different date. Mrs. Harris also reported that lunch will be provided for the December meeting for the IDA annual holiday lunch.

Upon motion of Mrs. Melanie Protti-Lawrence, seconded by Mr. Darell Cantrell and adopted by a vote of 6 to 0, the Authority hereby authorizes to change the IDA meeting date to the 18th of December at 2:00 pm.

Meeting Adjourned:

Upon motion of Mr. Curtis Breeding seconded by Mrs. Melanie Protti-Lawrence, and unanimously passed with all members present voting 6 to 0, the meeting was adjourned with the next meeting at 2:00 pm on December 18, 2025.

Approved Date:

Chairman: _____


November 12, 2025