

STATE OF NORTH CAROLINA

COUNTY OF VANCE

The Vance County Board of Commissioners met in special session on Monday, September 19, 2022 at 5:00 p.m. in the commissioners' conference room, Vance County Administration Building, 122 Young Street, Henderson, NC. Those commissioners present were as follows: Chairman Leo Kelly, Jr., Vice-Chair Yolanda J. Feimster, Commissioners Carolyn Faines, Archie B. Taylor, Jr., and Gordon Wilder.

Absent: Commissioners R. Dan Brummitt and Thomas S. Hester, Jr.

Also present were County Manager Jordan McMillen, County Attorney Jonathan S. Care, and Clerk to the Board Kelly H. Grissom. Finance Director Katherine Bigelow was absent.

The purpose of the special meeting was to finalize the sale of property at the Henderson-Vance Industrial Park.

*Shell Building – Finalization of Property Sale.* County Manager Jordan McMillen noted that the board received an offer to purchase 7.15 acres from Henderson-Vance Industrial Park, Inc. and authorized the upset bid process for selling the property on September 6, 2022. The offer includes a commitment to build a 50,000 sq. ft. shell building. No upset bids were received. He stated that the county is in position to approve conveying the property to Henderson-Vance Industrial Park, Inc. at a total price of \$185,900.

Motion was made by Commissioner Gordon Wilder, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the following resolution accepting the bid and transferring the title for a 7.15 acre tract (portion of tax parcel 0453 05005) as outlined in plat book Z-602 to Henderson-Vance Industrial Park, Inc.



**RESOLUTION ACCEPTING BID FOR  
COUNTY OWNED REAL PROPERTY**

**WHEREAS**, the Vance County Board of County Commissioners received an offer for the purchase and sale of County owned real property, which is more particularly described below:

**7.15 acres as shown on survey for Vance County, prepared by Bartlett Engineering and Survey, PC, dated Aug 29, 2022 and recorded in Plat Book “Z”, Page 602.**

**WHEREAS**, pursuant to NCGS 160A-269 and the Resolution Authorizing Upset Bid Process for Sale of Real Property adopted by the Vance County Board of Commissioners on September 6, 2022, a notice was published in the *Daily Dispatch* on **September 8, 2022**, stating that said offer by **Henderson-Vance Industrial Park, Inc.** in the amount of **\$185,900.00** had been received and that any person wishing to submit an upset bid should do so within 10 days; and

**WHEREAS**, no upset bids were received within the statutorily prescribed time period;

**THEREFORE, BE IT RESOLVED** by the Vance County Board of Commissioners, pursuant to NCGS 160A-269 that:

The bid submitted by *Henderson-Vance Industrial Park, Inc.* in the amount of **\$185,900.00** subject to the terms and conditions contained in the submitted bid, attached hereto as Exhibit “A”, is hereby accepted for the property described herein and the Board’s Chairperson shall execute the documents necessary to complete the transfer of title to such property.

**This the 19<sup>th</sup> day of September, 2022.**

**Leo Kelly, Jr.** (signed)  
**Leo Kelly, Jr., Chairman**  
**Vance County Board of Commissioners**

**ATTEST:**

**Kelly H. Grissom** (signed)  
**Kelly H. Grissom, Clerk to the Board**

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*Shell Building – Loan Agreement.* Mr. McMillen noted that the board previously authorized staff to develop a budget and draft loan terms and agreement documents with the Henderson-Vance Industrial Park, Inc. for the county to finance the design, construction and marketing of a proposed 50,000 sq. ft. shell building. The proposed budget indicates a total project cost of \$2.9 million which includes funding for the land purchase, engineering, site-work, building construction, and other soft costs and contingencies. The project funding includes a total appropriation of \$2.9 million from the county’s economic development fund to include two separate loans totaling \$500,000 and \$2.4 million respectively. The \$500,000 loan would be provided at zero percent interest as it is tied to funds from the state budget appropriation and the \$2.4 million loan is provided at an interest rate of 4.5% with interest beginning at such time that draws are made. The loan documents require construction of the building to be complete within 18 months and provides two years until October 1, 2024 for all principal and interest to be due and payable back to the county. The loan agreement includes separate promissory notes and deeds of trust for each of the loans.

After brief discussion, motion was made by Commissioner Gordon Wilder, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, to approve the construction loan agreement, two future advance deeds of trust and two promissory notes authorizing a loan totaling \$500,000 (0% interest) and a loan totaling \$2.4 million (4.5% interest) to Henderson-Vance Industrial Park, Inc. for engineering, construction, and maintenance of a 50,000 sq. ft. shell building at the Industrial Park; and approve the HVIP Loan Project Ordinance and Budget Amendments 14, 15, and 16 establishing the budget for the loan.

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**2023 Vance County  
HVIP Loan Project Ordinance**

BE IT ORDAINED by the Governing Board of the County of Vance, North Carolina, that the following Project Ordinance to be known as the HVIP Loan Project Ordinance is hereby adopted:

Section 1. This project ordinance creates and authorizes the spending of HVIP Loan Project Ordinance.

Section 2. The following revenues are anticipated to be available to complete this project.

Revenue	
VC Economic Development Fund	2,400,000
NC Budget Appropriation	500,000
Total	2,900,000

Section 3. The following amounts are appropriated for the project:

HVIP Loan Project	2,900,000
Total	2,900,000

Section 4. The Finance Director is hereby directed to maintain within the HVIP Loan Project Ordinance sufficient detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations.

Section 5. The Finance Director is hereby directed to insure the funds within the HVIP Loan Project are only expended on authorized expenses. Further all expenditures shall be done in a manner as required by all State and Federal requirements, as applicable.

Section 5. Funds may not be advanced from the General Fund or Economic Development Fund for the purpose of making payments as due. Reporting will be made to the County Manager and Commissioners in an orderly and timely manner.

Section 6. The Finance Director is directed to report, on a monthly basis, on the financial status of each project element in Section 3.

Section 7. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8. Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Director for direction in carrying out the ordinance.

**Adopted this 19<sup>th</sup> day of September, 2022.**

**Leo Kelly, Jr. (signed)**  
**Leo Kelly, Jr., Chairman**  
**Vance County Board of Commissioners**

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**Budget Amendment #14  
FY 2022-2023  
Transfer to Other Funds**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
General Fund Balance	10-000-999000	500,000
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 500,000</b>
<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Transfer to Fund 53	10-696-500053	500,000
<b>Total</b>		<b>\$ 500,000</b>

Purpose: Moving the North Carolina state budget appropriation monies to correct fund.

Authorization: Vance County Board of Commissioners  
September 19, 2022



**Budget Amendment #15  
FY 2022-2023  
Industrial Park**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Loan Revenue	53-360-435601	2,400,000
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 2,400,000</b>
<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Loan Expense	53-500-500011	2,400,000
<b>Total</b>		<b>\$ 2,400,000</b>

Purpose: Creating new tracking fund for HVIP loan and creating new line items to accept the monies.

Authorization: Vance County Board of Commissioners  
September 19, 2022



**Budget Amendment #16  
FY 2022-2023  
Industrial Park**

<b>Revenue Amendment Request</b>	<b>Account Number</b>	<b>Revenue Increase (Decrease)</b>
Loan Revenue	53-360-435601	500,000
<b>Total Revenue Increase (Decrease)</b>		<b>\$ 500,000</b>
<b>Expenditure Amendment Request</b>	<b>Account Number</b>	<b>Expense Increase (Decrease)</b>
Loan Expense	53-500-500011	500,000
<b>Total</b>		<b>\$ 500,000</b>

Purpose: Increasing the budget to be able to anticipate and expend entire loan amount.

Authorization: Vance County Board of Commissioners  
September 19, 2022



As there was no further business, at 5:25 p.m., motion was made by Commissioner Gordon Wilder, seconded by Commissioner Archie B. Taylor, Jr., vote unanimous, that the meeting be adjourned.

**Approved and signed October 3, 2022.**

**Leo Kelly, Jr. (signed)**  
**Leo Kelly, Jr., Chairman**