

**INDUSTRIAL DEVELOPMENT AUTHORITY  
OF THE TOWN OF FRONT ROYAL & COUNTY OF WARREN, VIRGINIA  
dba ECONOMIC DEVELOPMENT AUTHORITY (EDA)**

A special meeting of the Board of Directors of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia, dba Economic Development Authority, was held on Wednesday, February 1, 2023, at 3:00 PM at the Front Royal-Warren County EDA Office, 400-D Kendrick Lane, Front Royal, VA 22630, and streamed online.

Board Members Present: Jeff Browne, Greg Harold; Scott Jenkins; Jorie Martin; Jim Wolfe

Others Present: Joe Petty, Warren County Director of Economic Development; Walt Mabe, Warren County Board of Supervisors; Sharon Pandak, Legal Counsel (online)

**1: Call to Order**

Chair Jeff Browne called the meeting to order at 3:05 PM.

Once approved, roll was called with the following: Browne – here, Harold – here, Jenkins – here, Martin – here, Wolfe here.

**2: Adoption of the Agenda:**

Mr. Browne addressed the change to item 3. New Business by adding an item regarding data transition and rescheduling the February Regular Meeting date to February 28, 2023. There was also a recommendation to add an item to closed session regarding the discussion of disposition of publicly held real property.

Mr. Jenkins motioned for approval of the amended agenda and the motion was seconded by Mr. Harold; and approved with the following roll call: Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye.

**3 – A: Data Transition**

The Board expressed some concerns about having a separate entity handle the EDA’s digital data and requested legal counsel to draft an agreement to protect EDA records in order to move forward with the information technology transition with the County.

**3 – B: February Regular Meeting Date**

Due to a scheduling conflict Mr. Browne requested that the February Regular Meeting be rescheduled to Tuesday, February 28 at 8:00 AM.

Mr. Wolfe motioned for approval of the rescheduled date and the motion was seconded by Mr. Jenkins; and approved with the following roll call: Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye.

**4: Closed Meeting**

On a motion at 3:15 PM by Mr. Jenkins, seconded by Mr. Wolfe, and by the following vote, the Board of Directors entered into a closed meeting for the following:

- A. 2 matters – Consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, EDA vs Jennifer McDonald et al, EDA v. Town of Front Royal et al, pursuant to Va. Code § 2.2-3711.A.7 and 8.
- B. 1 Matter – Discussion or consideration, or interviews of prospective candidates for appointment pertaining to Small Business Loan Committee pursuant to Va. Code § 2.2-3711.A.1.

- C. 4 matters - Discussion of disposition of publicly held real property where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body, Stephens Industrial Park, Royal Lane, Avtex redevelopment, Happy Creek Industrial Park, and legal advice related thereto, pursuant to Va. Code § 2.2-3711.A.3 and 8.

Browne, Aye; Harold, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

On a motion at 3:58 PM by Mrs. Martin, seconded by Mr. Harold and by the following vote, the EDA Board of Directors certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Va. Code § 2.2-3712 of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body:

Browne, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

#### **5: Additional New Business**

No new business was discussed.

#### **6: Adjournment**

On a motion by Mr. Wolfe, seconded by Mr. Harold, and by unanimous vote the motion was approved.

Browne, Aye; Jenkins, Aye; Martin, Aye; Wolfe, Aye

Jeff Browne adjourned the meeting at 3:59 PM