

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 W. Hicks Street – IDA Office
September 8, 2020
6:00 P.M.

IDA Board Meeting Minutes

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Chair, Sturgeon District
Mr. Morris Taylor, Vice-Chair, Red Oak District – via Zoom
Mr. Ray Thomas, Secretary/Treasurer, At-Large
Mr. George Smith, Totaro District
Ms. Arnika Green, Powellton District
Mr. Will Ford, Member, Meherrin District
Mr. Buck Brockwell, Ex-Officio Member, Town of Lawrenceville
Dr. Charlette Woolridge, County Administrator Ex-Officio Member

Also present:

Mr. Michael Dotti, Business Director
Ms. Tessie Bacon, IDA Attorney

The following were absent:

Mayor Curt Williams, Ex-Officio Member, Town of Alberta
Dr. Alfonzo R. Seward, Board of Supervisors,
Sturgeon District
Ms. Alfreda Jarrett Reynolds, Economic Director, Brunswick County
Ms. Rebecca Spengler, Vice-Mayor, Town of Alberta

I. Call to Order

The Chair called the meeting to order at 6:00 p.m.

II. Invocation

The Chair began the meeting with the Invocation and Pledge of Allegiance to the United States flag.

III. Approval of Agenda

The Chair requested the following items be added to the Agenda: Item “VII. D. PPE – Dr. Charlette Woolridge and VIII. C. Essay Contest.”

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve the Agenda with the changes as requested.

Upon vote of those present the motion was unanimously carried.

IV. Citizens Comments

Dr. Woolridge said that County offices will reopen to the public on September 14, 2020. She also said that the County is looking for volunteers for the assembling and distribution of 10,000 pieces of PPE throughout Brunswick County. The date and time for assembling PPE's will be September 21-23, 2020 from 10am-7pm at the Brunswick County Conference Center. The distribution of PPE will be on September 24-25, 2020 and will be available at various locations throughout Brunswick County.

V. Approval of Minutes

Regularly Scheduled Meeting – August 11, 2020

Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to approve the minutes of the August 11, 2020 Regularly Scheduled Board meeting.

Upon vote of those present the motion was unanimously carried.

VI. Finance Update

Ms. Melissa Boucher gave a brief overview to Board members on IDA funding over the past years. She also provided a breakdown of financial reporting being provided by Stahl Accounting.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the financial report by Ms. Melissa Boucher.

Upon vote of those present the motion was unanimously carried.

VII. New Business

A. Saad-IDA Land Contract

The Business Director said that the IDA entered into a contract with Saad Development Corporation related to the purchasing of property located in the Brunswick Industrial Park.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford that the IDA move forward with the Land Contract between the IDA and Saad Development Corporation.

Upon vote of those present the motion was unanimously carried.

B. Moseley's Country Store

Ms. Jenny Phillips said that she and James Randolph have been working together for a few months on rebuilding the former Moseley's Country Store from the floor up. She said that they plan to offer hot food, delivery, groceries, pet supplies, food trucks, and catering. She said they would appreciate any financial assistance the Brunswick IDA could provide. The Business Director said further discussion will take place during Closed Session. Ms. Phillips thanked the IDA for their consideration with financial assistance.

C. Advertising for Engineering Consulting Firm

The Business Director requested the Board's permission to advertise a Request for Proposal (RFP) for an engineering consulting firm for the IDA. The Chair also mentioned that the IDA, with the Board's permission, advertise for an attorney that specializes in historical tax credits. Ms. Tessie Bacon said that she does not have experience with historic tax credits and she advised the Business Director to find an expert for that matter.

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve the Business Director request to advertise for an Engineering Consulting Firm and an Attorney for Historical Tax Credits and other projects.

Upon vote of those present the motion was unanimously carried.

D. PPE – Dr. Charlette Woolridge

Previously covered under Item IV. Citizens Comments

VIII. Old Business

A. FOIA/COIA Training

The Chair said that those who have completed the FOIA training have received their certificates and she asked Ms. Melissa Boucher to send out a reminder for those that have not completed the COIA training.

B. Non-Disclosure Agreement

Ms. Melissa Boucher as FOIA Officer for the IDA reminded everyone of adhering to the Confidentiality and Non-Disclosure Agreement when having conversations as it pertains to IDA issues.

Essay Contest

The Business Director said the title of the contest would be “What the 300th Anniversary of Brunswick County Means to you?” The prize amounts would be 9-12th grade \$750 1st prize \$500 2nd prize, 6-8th grade \$750 1st prize \$500 2nd prize. All schools in Brunswick County will be able to participate with the final date for submission being November 16, 2020. He said the plan is to formally announce it at the next board meeting.

IX. Directors Report

The Business Director said the recent BOS/IDA Joint meeting was very informative. He thanked the County for all of their help. He said that he attended a good meeting on the water system and will go into more details at the next board meeting. He asked Board members to review the water packets and familiarize themselves with the information prior to the next meeting.

X. Committee Reports

A. Personnel/Executive – No Report

B. Finance – No Report

C. Property/Land Management – No Report

D. Prospect –No Report

XI. IDA Board of Directors Comments

Mr. Ray Thomas said that he thought the Joint BOS/IDA was a very good meeting and the presentation was put together well.

XII. Closed Session

MOTION TO CONVENE CLOSED MEETING

September 8, 2020

Mr. Ray Thomas moved, seconded by Mr. Will Ford that this Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(3), Acquisition of real property for a public purpose

As permitted by Virginia Code Section 2.2-3711 (a)(5), discussion concerning a prospective business or industry

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Ray Thomas that the Board certify that to the best of each Board member's knowledge:

- (i) only public business matters lawfully exempted from the open session requirement by Virginia law were discussed in closed session to which this certification applies, and
- (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board.

Roll Call Vote:

Voting Aye: Ms. Gloria Menyweather-Woods, Mr. Morris Taylor, Mr. Ray Thomas, Mr. George Smith, Mr. Will Ford, Ms. Arnika Green.

Voting Nay: None

Absent During Vote: None

Absent During Meeting: None

Ms. Tessie Bacon said that she will work on a policy for electronic participation for the IDA meetings.

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to defer the Echo World payment for 6 months due to Covid-19. The Chair will also sign the documents memorializing the deferred agreement.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to grant \$10,000 to Moseley's Country Store under the supervision of Mr. Dotti and the Chair.

Upon vote of those present the motion was unanimously carried.

The Business Director said that the County approached him forming a water authority with. What that would mean is that the IDA would turn over their water revenues in an effort to attract more businesses to the County. The Chair said she thinks someone

needs to talk to the board that has expertise in the matter. Mr. George Smith wanted to know if that would fix the water issues. Mr. Dotti said he didn't have the answer to that. Ms. Tessie Bacon doesn't know if the IDA has the authority to be a part of a water authority. Mr. Ray Thomas said he is not in favor of giving up our revenue from the water lines. The Chair mentioned that during the BOS/IDA meeting Dr. Barbara Harris-Jarrett said the Board of Supervisors stopped funding the IDA to create the economic directors position under County government.

XIII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford, that the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The September 8, 2020 Board of Directors meeting of the Brunswick County Industrial Development Authority was adjourned at 7:06p.m.