

Secretary's initials of approval A

Preparer's initials OB

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
100 Athletic Field Road
Brunswick County Conference Center
April 11, 2023 at 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
Mr. Ray Thomas, Secretary / Treasurer, At-Large
Dr. Arthur Jarrett Jr., At-Large
Mr. Quintin Kelly, Powellton District
Mr. Will Ford, Meherrin District
Dr. Ronald Thornhill, Totaro District

Also Present:

Mr. Michael Dotti, Executive Director
Ms. Tessie Bacon, IDA Attorney
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Directors
Ms. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County
Ms. Leslie Weddington, County Administrator, Brunswick County
Ms. Anne Williams, Town Council, Town of Lawrenceville
Ms. Sylvia Allen, Brunswick Gazette, Reporter
Ms. Beverley Ambs, Executive Director, Brunswick Chamber of Commerce

The following were absent:

Ms. Lawanda Tatum, Mayor of Larenceville
Mayor Don Dugger, Town of Brodnax Mayor
Ms. Robert Hayes, Mayor of Alberta

I. Call to Order

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

II. Invocation and Pledge of Allegiance

Mr. Michael Dotti gave the Invocation and Pledge of Allegiance

III. Approval of Agenda

Dr. Arthur Jarrett Jr., stated to add

New Business item 3, 2023-24 Budget Work Session. Old Business item 5, Incentive Criteria Updates.

Motion: Dr. Ronald Thornhill motioned, seconded by Mr. Ray Thomas, to add Budget work session as item 3 to New Business and Incentive Criteria Updates item 5 to Old Business stated by Dr. Arthur Jarrett Jr.

Upon vote of those present motion was unanimously carried.

IV. Approval of Minutes

- *Regularly Scheduled Meeting & Motions- March 14, 2023*

Dr. Barbara J. Harris mentioned change her title from Business Liaison to Board Liaison.

Motion: Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly to approve the title change stated by Dr. Barbara J. Harris on the March 14th, 2023 meeting Minutes and Motions.

Upon vote of those present motion was unanimously carried.

V. Consent Agenda

- *March 2023 Bank Reconciliation*
- *March 2023 Check Register*
- *March 2023 Deposits*

Motion: Dr. Ronald Thornhill motioned, seconded by Dr. Arthur Jarrett Jr. to approve the Consent Agenda March 2023 Bank Reconciliation, Check Register and Deposits.

Upon vote of those present motion was unanimously carried.

VI. Directors Report

The Executive Director mentioned the bidding has begun on the Alberta Organic Packing Facility. Whereas before, we've had the pre-bid meeting and sealed bids can be delivered to the IDA Office until Wednesday, April 12th at 2pm.

The IDA Office has received bids back on the Sledge & Barkley RFP for the state planning grant and stabilization construction project.

A joint meeting with the Board of Supervisors will be Wednesday, May 24th 2023 at 5:30pm at the Brunswick County Conference Center.

There are still some issues with the THHM Chlorine Residual in Alberta I-85 Park. Mr. Proctor from VDH is up to date on the progress. We are continuing to bid and run into some issues but we have received a report back this month everything else is at acceptable levels.

VII. Presentation- Board presenting Check to BHS FBLA Organization & Mrs. Regina Williams

Ms. LaVern Dillard announced the IDA and Board of Directors would like to donate \$1,000 to the Brunswick High School FBLA organization. As mentioned at the last board meeting, our board decided to donate \$1,000 to the FBLA student as they move forward in their competition. They went to the state competition at the end of March and did very well. Ms LaVern & Mr. Quintin Kelly were in attendance at the competition. LaVern asked that Ms. Williams and her students as well as Dr. Thornhill and The Board of Directors to take a photo with check in hand.

Dr. Thornhill spoke on behalf of Brunswick High School Administrative team *"I would like to thank the IDA for their support and also the students for the phenomenal job at the competition"*, he thanked Ms. Williams and the entire team for a great job, and stated *"I am proud to serve as your principle"*.

The Chair went on to read the BHS Letter to the Board of Director and citizens in attendance.

Dear Brunswick County IDA,

I would like to express my sincere appreciation for the Brunswick County Industrial Development Authority's donation of \$1,000 to support Brunswick High School's FBLA team. The contribution will cover the costs of attending the upcoming regional conference.

This contribution will allow our students to continue to build extremely valuable skills that help them become community-minded business leaders in a global society.

As you know, it is critically important that our schools prepare students for the jobs and opportunities of the future. Your support will assist FBLA members as they continue receiving relevant career preparation and leadership experiences.

We sincerely appreciate amazing community partners like Brunswick County IDA, who support our schools in so many ways. Once again, thank you so much for your support!

Sincerely,

Kristy N. Sommerville-Midgette, Ed.D.

Division Superintendent

The Chair Congratulated Mrs. Williams and the FBLA students.

VIII. Citizens Comments

(Citizens are allotted three (3) minutes to speak)

Ms. Regina Williams thanked The Chair and Board Members for the partnership, support and financial backing. She stated *"When you're trawling in the vineyard, sometimes you get tired, sometimes you don't see your fruit, sometimes it's a long battle."* Ms. R. Williams made the announcement that 17 students went to state competition and one finished first place in public speaking. Another student finished fifth place in client services, but the rest placed in the top ten. She is very honored and proud of these young men and women.

The students that were in attendance and spoke were: Davanie Reece, Marrison Singleton, Carlayzia Whitaker, Diyanna Hall, Joy Bell, Keyon James, Leenitta Walker, Xzorian Tyler, Veronica Elkins, Alease Cleaton and Travon Jones.

IX. New Business

i. EZ Confirmation Property

The Executive Director notified the Board, he was contacted by a business firm looking for verification whether their business was located within the Enterprise Zone. Since then the Executive Director was able to reach out to the business and discuss possibilities of expanding their business. He has spoken with two supervisors and there may be an opportunity where they want to bring their business to the area.

ii. 121 Hicks Street - Repairs

The Executive Director informed the Board, per the small purchase policy, repairs were made and completed. 804 Builders has completed past lighting issues and repairs to the back steps costing \$3,486. The front window has been replaced, costing \$1,056.91. This will be an awesome coffee shop.

iii. 2023-24 Budget Work Session

Dr. Arthur Jarrett Jr. suggested to the Board before they approve the budget, it would be best to schedule one to two budget work sessions. So that the Board would know what they have in the budget, what we want to take out, what we want to twist and what we want to build and so the budget will make sense when being reviewed. Ms. Menyweather -Woods stated, she would need all the Board members to these sessions. Dr. Thornhill stated as a new board member he is in agreement and also would like to keep the sessions going periodically.

X. Old Business

i. BHS Letter

The Chair read the letter to the Board during the big check presentation.

ii. ODO – Bid Update

Some bids have been received and approved. Once the EDA and USDA review and approve the bids, one more time, the IDA will call a meeting to vote and approve the final bid. The IDA will not have direct contact or communication with the contractors, all communication will go through Dewberry. The final piece will be the USDA loan applications signatures with the Chair and Secretary.

iii. RFP – Sledge & Barkley

The Executive Director requested the Boards approval and acceptance on the Sledge & Barkley project for construction. The IDA has received bids from Century Construction Company. Collier International and Commonwealth Preservation Group recommends them and have works with them on other projects.

iv. Strategic Plan & Capital Request Meeting

Nothing was discussed.

v. Incentive Criteria Updates

Dr. Arthur Jarrett Jr. mentioned to the Board, back in January or February there was a gentlemen who presented during closed session, some board members spoke and suggested giving incentives to businesses or entities. His question to the Executive Director was, is there a rough draft of the incentives for the Board to review and approval. Dr. Jarrett stated he and the Board would like to have something in black & white or some kind of a guide to go by when talking to small businesses. Mr. Dotti stated he will have something in writing to the Board by next board meeting.

XI. IDA Board of Directors Comments

i. Project Committee

No Comment

ii. Chair

The Chair mentioned the meals were prepared by Charr'd, LLC and dessert by Cakes by Cheserdee. The Chair also thanked the Board and the IDA for the sponsorship and donation to the James Solomon Russell/ Saint Paul's Museum & Archives. She stated the event at Virginia State University was mind blowing and asked Ms. Dillard if she would like to make a statement.

LaVern commented, she thought it was excellent. The way it started, should be the way it ends, literally getting back to the basic skills of carpentry, masonry, the skills that individuals need in order to make it out in this world. A lot of small businesses can benefit from that. A lot of entrepreneurs who are in that field can benefit from having St. Paul's College and getting a certification and that is something that may need to be explored a little bit more. Let's take it back to where it all began, because I guarantee you if there was a school for kids to learn some skills and some trade and get certified in it, they'll make it to the next level and blossom. That's what it is all about.

The Chair thanked LaVern, I'm sure that there will be time when the documentary will be shown locally and we will announce it. The documentary was excellent. It really takes his adventures and faith of his autobiography and puts it in a whole different light to help you to see where he came from and who he was and what he became. Ms. Nikki Carr had some of the family members in the

documentary. It helps you see the mind and the legacy and where it went and we're very proud of that. It was such a diverse group of people that were there from all across the state, we could only sale 300 tickets and it was great.

Dr. Barbara Harris stated it was awesome, it gave a true oversight in what took place on that evening and to be able to learn that of St. Paul's College it really hit home. That was one thing that St. Paul's did was to make it apart of the curriculum was to understand the history. To see it come to life on film was definitely an awesome event. The fist location of St Paul's College Achieves & Museum was a table at The Brunswick Times-Gazette Newspaper, we were all sitting around the table with stuff and we had to figure out how to catalog it and make it move so that the people in Brunswick County and afar could see the history of St. Paul's College and the legacy of what we have lost.

Sylvia Allen stated it was a fun event, it was like a reunion.

Mr. Ray Thomas announced that Ms. Lavern Dillard will be the featured speaker for the Brunswick Chamber meeting on Wednesday.

iii. Personnel Committee

No Comment

iv. Project & Prospect Committee

There are a couple of prospects in works.

v. Property & Parks Committee

Mr. Will Ford mentioned to the board, the timber company had begun cutting the timber, but it got too wet and they had to move out. Not sure when they would go back but since then the timber market plummeted. And will possibly ask for an extension on the contract, but they still have till June/July.

vi. Education

No Comment

XII. Closed Session

MOTION TO CONVENE CLOSED MEETING

April 11, 2023

Mr. Ray Thomas motioned, seconded by Dr. Arthur Jarrett Jr., that The Industrial Development Authority of Brunswick County Virginia Board Members convene in closed meeting to discuss the following:

- i. As permitted by Virginia Code Section 2.2-3711(a) (1), a personnel matter involving Job Creation
- ii. As permitted by Virginia Code Section 2.2-3711 (a) (5), discussion concerning a prospective business or industry
- iii. As permitted by Virginia Code Section 2.2-3711 (a) (7), Probable litigation and another matter requiring the provision of legal advice by counsel

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: Ms. Gloria Menyweather-Woods, Chair, Sturgeon District,
Mr. Morris Taylor, Vice-Chair, Red Oak District, Mr. Ray Thomas, Secretary / Treasurer, At-Large
Dr. Arthur Jarrett Jr., At-Large, Mr. Quintin Kelly, Powellton District, Mr. Will Ford, Meherrin District, Dr.
Ronald Thornhill, Totaro District

Voting Aye: Ms. Gloria Menyweather-Woods, Chair, Sturgeon District,
Mr. Morris Taylor, Vice-Chair, Red Oak District, Mr. Ray Thomas, Secretary / Treasurer, At-Large
Dr. Arthur Jarrett Jr., At-Large, Mr. Quintin Kelly, Powellton District, Mr. Will Ford, Meherrin District, Dr.
Ronald Thornhill, Totaro District

Voting Nay:

Absent During Vote:

Absent During Meeting:

Motion: Mr. Ray Thomas motioned, Mr. Quintin Kelly seconded to approve the construction bid from Century Contractors for Sledge & Barkley and to approve the planning grant for Sledge & Barkley.
Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas motioned, Dr. Arthur Jarrett Jr. seconded to approve the project lease of Southern Virginia Vegetable Packing and to have The Chair & Secretary / Treasurer to sign.
Upon vote of those present the motion was unanimously carried.

XIII. Adjournment

Motion: Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly that the meeting be adjourned.
Upon vote of those present the motion was unanimously carried.

The April 11, 2023, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 7:20 p.m.