

Secretary's initials of approval QOK

Preparer's initials CB

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY
Board of Directors Meeting
100 Athletic Field Road
Brunswick County Conference Center
August 13, 2024, at 6:00 P.M.

IDA Board Meeting Minutes

The following Board Members were present:

Mr. Morris Taylor, Chair, Red Oak District
Mrs. Jean Moody, Vice-Chair, Meherrin District,
Mr. Quintin Kelly, Secretary / Treasurer, Powellton District
Dr. Arthur Jarrett Jr., At-Large
Mr. Ervin Moore, At-Large
Ms. Gloria Menyweather-Woods, Sturgeon District

Also Present:

Ms. Tessie Bacon, IDA Attorney
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Supervisors
Ms. Leslie Weddington, County Administrator, Brunswick County
Ms. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County
Mrs. Glenda Gilliam, Red Oak District, Brunswick County Board of Supervisors
Ms. Anne Williams, Town Council, Town of Lawrenceville
Ms. Sylvia Allen, Brunswick Gazette, Reporter
Mrs. Anne Moore, Citizen
Mr. Charles Vaughan, Citizen
Mr. Ray Ferguson, Citizen
Mr. Michael Vanwyck, Citizen

The following were absent:

Dr. Ronald Thornhill, Totaro District
Ms. Lawanda Tatum, Mayor of Lawrenceville
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

Mrs. Gloria W. Menyweather-Woods gave the Invocation.

III. **Approval of Agenda**

Motion: Mrs. Jean Moody motioned, seconded by Dr. Aurthur Jarrett, Jr., to remove item iv. under New Business on the board meeting Agenda.

Upon vote of those present motion was unanimously carried.

IV. **Approval Of Minutes**

Motion: Mrs. Gloria Menyweather-Woods motioned, seconded by Mrs. Jean Moody to approve the Regular Scheduled Board Meeting July 9, 2024, minutes & July Board Meeting Motions.

Upon vote of those present motion was unanimously carried.

V. **Consent Agenda**

Motion: Mrs. Jean Moody motioned, seconded by Mr. Quintin Kelly to approve the June 2024 Financial Statement.

Upon vote of those present motion was unanimously carried.

VI. **Project Associate Directors Report**

Greenhouse Project: Final contracts for nutrient, stormwater, and wetland credits are being reviewed and finalized by our Legal Counsel and should be ready for Board review and to be signed by the Chairperson, which will likely be before the end of the month. The number of nutrient credits is decreasing due to shifting of the building which will potentially be a savings of up to \$10,000. I am working on scheduling the groundbreaking ceremony for the project with stakeholders. The Project Associate Director met with the Town of Alberta Town Council on Monday, August 12th to give them an update on the project and to answer any questions.

Brunswick County Packing Project: Dewberry has informed the team that construction costs continue to be an issue for projects such as this and is working on updating cost estimates currently. Once we receive the updated information it will go out for bid for the 4th bid, which is likely September/October. In the monthly meeting with the Ag Committee, Mrs. Alfreda Jarrett-Reynolds informed the team she is continuing to look for other funding sources outside of the EDA. She stated "I was just going to add that I am going to continue to look for some other funding sources outside of EDA. I know we talked about earlier, there may be still an additional gap, and waiting for their next round. I met with a couple of investors and companies in Richmond last month, and so I will touch back base with them and see what funding, either loan or low interest loan or grant opportunities, may be available there. So, I will do some due diligence and some deeper digging there."

Turntable Park: Phase I and II of environmental studies have been completed. Inspection of the 2 buildings which were locked, is scheduled to be inspected by Stantec. Mrs. Nielsen is working to secure funding opportunities for the project utilizing the connections made through the Brownfields Conference in June. The free service they provide will help me build a roadmap for the project, including funding sources to utilize.

New Prospect: Mrs. Nielsen is working with a potential prospect to purchase the 16+ acres at the 58 Industrial Park. This company would be relocating to the area which would bring 25 to 30 full time jobs to the County. The Blue Piano Building on W. Hick Street has been viewed by a potential client who is eager to invest in our community.

VII. Citizens Comments
(Citizens are allotted three (3) minutes to speak)

Ms. Anne Williams a local resident of Lawrenceville, Virginia, mentioned to the Board of Director's her concerns about the Economic Development in our County. In reference to the chemical fire in South Hill, VA. Ms. Williams stated "While our County urgently seeks Economic Development, I charge you to do your due diligence. You have a fiduciary responsibility to protect the financial efficacy of the community and the public safety. Knowing what happened in south Hill, how do you protect school children by building an Organic Fertilizer Plant near a school. Why would you want a billion-dollar corporation in your backyard that has no viable plan to protect your environment? I remind you of Erin Brockovich and her fight with PG&E. The courts made an award to the plaintiffs of over \$500 million. That judgement, while helpful, could not undo the damage to human life and suffering. Shouldn't we be concerned about what and who we will tolerate in companies we bring to our county? Are they really providing Economic Development and are they good for our environment?"

Mrs. Ann Moore, a local citizen in Brunswick County, Virginia expressed her opposition to solar panels in the Powellton District, citing environmental concerns and potential for data center instead. Mrs. Moore suggested small nuclear module power as a viable alternative energy source, with pilot projects already approved by the Governor. She proposes a big data center for 1000 acres total, that's going to bring in tons of money, provide some jobs long term, instead of destroying the trees and wildlife and basically being a health hazard for the people that live in that area.

VIII. New Business

i. Charles Vaughan (E.E. Vaughan use of IDA Parking Lot)

With the EV Charging stations being installed in the IDA parking lot. The IDA has asked that Mr. Vaughan remove the storage items on IDA property for extra parking spaces once the charging stations arrive. Mr. Vaughan made a request to the Board to allow him to store his trailer on the grass space next to the property. The Board will revisit the situation.

ii. Authorize Signees for First Citizens Bank & Benchmark Bank

Motion: Dr. Arthur Jarrett, Jr. motioned, seconded by Mrs. Gloria Menyweather-Woods, to authorize Mr. Morris Taylor, Chairman; Mrs. Jean Moody, Vice-Chair; Mr. Quintin Kelly, Secretary/Treasurer and Dr. Ronald Thornhill to handle the deposit accounts decisions and have the authority to sign checks and borrow funds.

Upon vote of those present motion was unanimously carried.

iii. **Authorize Chair, Vice-Chair & Secretary/Treasurer to sign Corporate Resolution**

Motion: Dr. Arthur Jarrett, Jr. motioned, seconded by Mrs. Gloria Menyweather-Woods, approved Mr. Morris Taylor, Chairman, Mrs. Jean Moody, Vice-Chair & Mr. Quintin Kelly, Secretary/Treasurer to sign the corporate resolution for First Citizens Bank and Benchmark Bank.

Upon vote of those present motion was unanimously carried.

iv. **Southeastern Crest Regional Commissions**

The Project Associate Director and the Chairman reviewed the document and was signed on July 26, 2024.

v. **Agreement for Greenhouse Environmental Purchase**

Motion: Mrs. Gloria Menyweather-Woods motioned, seconded by Dr. Arthur Jarrett, Jr. to approve the Chair and Secretary to sign the Greenhouse Environmental Purchase Agreement.

Upon vote of those present motion was unanimously carried.

vi. **VEDA Fall Conference**

Motion: Mr. Morris Taylor motioned, seconded by Mr. Quintin Kelly, to approve the Project Associate Director to attend the conference in September.

Upon vote of those present motion was unanimously carried.

IX. **Old Business**

i. **IDA Committees**

"Committees are the engine of every high performing board"

Executive / Finance Committee - Will meet 1st Monday before the board meeting every month. Overview from the Director, review of prior Board Meeting and preview of the agenda for next one. Review Budgets, Finances and contracted providers. Review of long-range agenda, upcoming workshops, and prospects finances. Is charged with the hiring and oversight of the organization's Executive Director and acts on behalf of the full board. The Committee and the Executive Director establish goals for the year, evaluating performance, setting compensation and reporting on these activities to the full board. The Committee members are responsible to review the agenda for the meeting, with staff assistance complete any research required for topics of discussions and come prepared to discuss the issues and bring the issues to the full Board with a recommendation to be voted upon.

Finance – Oversees the preparation of the annual budget and the organization's performance in meeting its budgeted revenues and expenses monthly. Assist the board in ensuring the organization is financially viable and meeting its fiduciary and compliance responsibilities. Review and recommend financial policies, guidelines and processes to the board including internal controls and maintaining financial records in accordance with standard accounting practices. Present monthly financial statements to the board, ensure proper risk-management provisions are in place, and ensure the organization complies

with federal, state and local government policies. Approve EZ allocation and capital funding requests.

Chairman-Mr. Morris Taylor | Vice Chair- Mrs. Jean Moody | Office Staff

Personnel Committee – Will meet the 1st Monday of the month quarterly to discuss current staffing. Discuss staffing needs for the future. Review succession planning and office procedures. Discuss all HR and personnel budget issues. The Personnel Committee drafts and/or revise personnel policies for board approval, review job descriptions, establish salary structure and annually review staff salaries and benefit package. This Committee also acts as a grievance board for employee issues involving the Executive Director, reviewing written grievances.

Mr. Quintin Kelly | Mrs. Jean Moody

Project / Prospect Review – Committee – Will meet the 1st and 3rd Thursday of the month. Updated on projects, discuss new prospects. Planning for future needs and direction. Create & monitor incentives. Review new prospects ready to move forward and when significant changes are considered for the agreements. Update to status.

Project Committee – to ensure projects are a success, provide guidance, document progress, make decisions receive status updates, approve project budgets, and give guidance to the Executive Director.

Prospect Review Committee – Review funding request proposals, Business plans, etc., develop questions based on proposals to ask after prospect pitches the business, make a defined decision, report decision to full board and follow up as needed.

Mr. Quintin Kelly | Mr. Ervin Moore | Project Associate Director

Property / Park Management – Will meet the 1st Thursday of the month to review and discuss current holdings as well and review the need for future expansion of IDA holdings. Assist the Board in overseeing the investment and acquisition activities for the IDA to include development, acquisition and disposal of real estate assets. Review and provide recommendations on leased property (rent, sale, building improvements, etc.) Make recommendations to the Board on a park location, develop a procedure to evaluate potential sites, research possible financing mechanisms.

Dr. Arthur Jarrett, Jr. | Mrs. Gloria Menyweather-Woods | Office Staff

Planning - Will meet on the 1st Monday of the month. Consider and suggest short- and long-range planning goals as they relate to the County's Vision 2035 and the IDA Strategic Plan currently in process. To assess proposals that offer development ideas that benefit the local economy and community, by considering a wide range of factors when making decisions including community interests and local policies. Work with other partners to develop surveys, questionnaires and feedback sessions for future projects and events.

Mrs. Jean Moody | Mr. Morris Taylor | Office Staff

Education / Scholarships –Will meet as needed. The committee, along with staff will propose scholarship ideas

- ❖ February Proposals Submitted to IDA Board of Directors
- ❖ March Scholarship Approved IDA Board of Directors
- ❖ Announced to Public First Quarter of Fiscal year

Develop various scholarships and criteria for applying. Ensure that all scholarships are appropriately and fairly distributed according to criteria. Screen and select recipients for the various scholarships. Seek scholarship funding and criteria from local, private, large and small businesses and various organizations locally and statewide.

Mr. Morris Taylor | Dr. Arthur Jarrett | Dr. Ronald Thornhill

Public Service Authority – Will meet as needed. Work with other governing bodies to consider and decide the growth and maintenance of potable and wastewater in Brunswick County to meet the needs of industry.

Mr. Morris Taylor | Mr. Quintin Kelly

Motion: Mrs. Jean Moody motioned, seconded by Mr. Quintin Kelly to approve the IDA Committees selection.

Upon vote of those present motion was unanimously carried.

ii. **Lawn Care RFP**

Motion: Mr. Quintin Kelly motioned, seconded by Dr. Authur Jarrett, Jr. to reject the Bid and advertise to re-bid the Lawn Carer Proposal.

X. **IDA Board Comments**

Dr. Authur Jarrett thanked everyone again for the phone calls, cards and plants, during his time of recovery.

The Chairman mentioned the meals for tonight meeting are from Charr’d LLC. He also thanked Dr. Jarrett for his return.

XI. **Closed Session**

MOTION TO CONVENE CLOSED MEETING

August 13, 2024

Mr. Quintin Kelly motioned, seconded by Mrs. Gloria Menyweather-Woods 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), appointment or promotion of particular officers or employees.
- ii. As permitted by Virginia Code Section 2.2-3711(a) (3), acquisition of real property for public purposes and disposition of publicly held real property.

- iii. As permitted by Virginia Code Section 2.2-3711(a) (7), consultation with legal counsel, probable litigation regarding the property located at 304 New Hicks Street and 804 builders/ Joe Deleon and Keith Buchanan.
- iv. As permitted by Virginia Code Section 2.2-3711 (a) (8), consultation with legal counsel regarding matters requiring the advice regarding certain agreements and permits for industrial Development and the property located at 304 New Hicks Street.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Quintin Kelly 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: Mr. Morris Taylor, Chair, Red Oak District | Mrs. Jean Moody, Vice-Chair, Meherrin District | Mr. Quintin Kelly, Powellton, District Secretary / Treasurer | Dr. Arthur Jarrett Jr., At-Large | Ms. Gloria Menyweather-Woods, Sturgeon District | Mr. Ervin Moore, Jr., At-Large |

Voting Aye: Mr. Morris Taylor, Chair, Red Oak District | Mrs. Jean Moody, Vice-Chair, Meherrin District | Mr. Quintin Kelly, Powellton, District Secretary / Treasurer | Dr. Arthur Jarrett Jr., At-Large | Ms. Gloria Menyweather-Woods, Sturgeon District | Mr. Ervin Moore, Jr., At-Large |

Voting Nay:

Absent During Vote: | Dr. Ronald Thornhill, Totaro District |

Absent During Meeting: | Dr. Ronald Thornhill, Totaro District |

Motion: Mr. Quintin Kelly motioned, seconded by Dr. Arthur Jarrett, to approve the Agreement of Environmental Credits and have the Chair and Secretary/Treasurer sign the agreement.

Upon vote of those present motion was unanimously carried.

Motion: Mr. Quintin Kelly motioned, seconded by Mrs. Jean Moody, to extend the existing exchange of information for the sale of Sledge & Barkley Building and have the Chair and Secretary/Treasurer sign the agreement.

Upon vote of those present motion was unanimously carried.

XII. Adjournment

Motion: Mrs. Gloria Menyweather-Woods motioned, seconded by Mr. Quintin Kelly, that the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The August 13, 2024, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 8:04 p.m.