

Secretary's initials of approval 

Preparer's initials 

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
100 Athletic Field Road
Brunswick County Conference Center
August 8, 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
Dr. Ronald Thornhill, Totaro District
Mrs. Jean Moody, Meherrin District

Also Present:

Mr. Michael Dotti, Executive Director
Mrs. Tessie Bacon, IDA Attorney
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Supervisors
Dr. Alfonzo Seward, Chair, Brunswick County Board of Supervisors
Ms. Leslie Weddington, County Administrator, Brunswick County
Mrs. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County
Ms. Anne Williams, Town Council, Town of Lawrenceville
Ms. Sylvia Allen, Brunswick Gazette, Reporter
Ms. Beverly Ambbs, Executive Director, Chamber of Commerce
Mrs. Anne Moore, Citizen
Mrs. Monica Frisby, Citizen

The following were absent:

Mrs. Lawanda Tatum, Town of Lawrenceville Mayor
Mr. Don Dugger, Town of Brodnax Mayor
Mr. Robert Hayes, Town of Alberta Mayor

I. Call to Order

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

II. Invocation and Pledge of Allegiance

Mr. Ray Thomas gave the Invocation and Pledge of Allegiance

III. Approval of Agenda

Motion: Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly to add to New Business item v. HVAC, change on Old Business item ii. to remove Sewer, it should be Water/ Working Groups and add item iv. By-Laws.
Upon vote of those present motion was unanimously carried.

IV. Approval of Minutes

- *Regularly Scheduled Meeting & Motions- July 11, 2023*

Motion: Dr. Ronald Thornhill, seconded by Mrs. Jean Moody to approve the regularly scheduled meeting & motions for July 11, 2023 Board Meeting.
Upon vote of those present motion was unanimously carried.

V. Consent Agenda

- *2022/23 Year End*

Motion: Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly to approve the Consent Agenda for 2022/23 Year End.
Upon vote of those present motion was unanimously carried.

VI. Directors Report

The Executive Director stated work continues on the IDA **Strategic Plan**. The evening of July 12th there was a workshop with Commonwealth Preservation Group to review and provide input. The IDA Board of Directors has received this information and given the opportunity to give feedback.

On July 31st the Executive Director met with Senatorial Candidate Emily Brewer and Delegate Otto Wachsmann at the I-85 Park to provide them both with an update on IDA Agricultural Park. They both have very good insight into farming and the issues facing Rural Communities. If any candidate would like to gain some insight or questions on the IDA Strategic Plan the Executive Director would be glad to meet with any of them.

The **Rise and Shine** program will have 2 meetings per month. Ms. Lavern Dillard added a later time in the day, this will allow for more small businesses, stakeholders and students to participate in the program. Lavern met with County Staff last month to discuss the next steps for the program. Lavern, the IDA Executive Director and County Staff met with Lauren Mathena, Director of Economic and Community Engagement from MBC to ensure that the program offers the best services that it can. We invite everyone to attend the Rise and Shine events. Please come to learn, teach or share. This is a wonderful opportunity to network and enjoy fellowship. Schedules will be posted on the IDA website www.bcida.org

Master Planning in July the Executive Director met the Engineer and consultants to discuss a master plan for the IDA Industrial Parks. The primary focus is on the I-85 Agriculture Park. As the IDA begin to build out of this park, we need to make sure that the infrastructure is carefully considered. The Executive Director is concerned because based on the volume and intensity of interest in the AG park concept, we may run into an issue with space and he certainly does not want to waste space. Master planning includes meeting with the Department of Environmental Quality, VDOT, the Virginia Rail Authority and others. Meetings are focused on the best use of the land, potential funding, best proactive and the highest best use of the property. It is very important that we consider Environmental, Social and Governance when determining the highest and best use for our properties.

In addition to the work on the Master plans for our parks the Executive Director is meeting with Dominion Energy, VA Clean Cities, Columbia Gas and other utility companies to inventory and market the available services at our properties. The Executive Director is looking forward to upcoming meeting with Lawrenceville and the County to find solutions to water and wastewater availability for our county's continued growth.

Dominion Transmission and Substation Project Update the Dominion Team is preparing for Construction with a focus on permitting, surveying, real estate and finalizing our engineering. Prior to construction beginning we will send our neighbor's project updates. Construction activity is anticipated to begin 2024 with energization in mid-2025.

VII. **Presentation – Matthew Ward VA Clean Cities, EV Charging Stations**

Mr. Ward was unable to attend at the last minute and will be rescheduled to come back next Board Meeting.

VIII. **Citizens Comments**

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

No Citizens Commented

IX. **New Business**

i. **Board Retreat**

The Executive Director mentioned to the Board, he would like to have a Board Retreat around Spring of 2024, to give the Board an opportunity to discuss and share their thoughts about the strategic plan, budget and other projects. It could possibly be somewhere with overnight stays and in a small rural area that maybe facing some of the same issues our County is facing and possibly have someone to speak with the Board. The director has a few places in mind and will get back with the Board on the locations.

ii. **Virginia Tech Design Assistance**

The Executive Director mentioned to the Board, he has confirmed with Community Design Align Center with the College of Architecture Design at Virginia Tech to develop a site concept with the Turntable Park. The IDA received an unsolicited grant amount of \$42,000 from DEQ to the Brownfield Project. In addition, it would give better access to the trail and a possible location to consider for EV charging stations.

iii. **23/24 Rise and Shine**

The Executive Director mentioned this is the one year anniversary for Rise and Shine. It was established from a grant Southside by our partners Rise Collaborative, the county with Alfreda Reynolds-Jarrett, Monica Frisby, Lavern Dillard, April Beaty and The Chamber of Commerce, who all work together to make something happen in the program. He urges everyone in the community is invited to come out and join.

iv. **Audit**

The Executive Director stated we have received the audit results, this year's audit was longer than usual. The Executive Director spoke with Leslie Weddington, County Administrator and Keli Reekes about looking at some other options, to help have a smoother audit process next year.

v. HVAC

The Executive Director notified the Board the HVAC unit in the IDA Office is out and he has reached out to numerous local companies for a reasonable quote. Jones Electric was quick to respond and should have the work done by the end of the week. The cost of the repairs are within the small purchase policy.

X. Old Business

i. VHA Loan Application

The Executive Director mentioned to the Board he is currently working on the application for Virginia Housing Authority final loan requirements for the Sledge & Barkley project.

ii. Working Groups

The Executive Director mentioned to the Board he has reached out to Leslie Weddington, County Administrator to set up a meeting, to discuss the Work Groups up and coming meetings. There is the Water/Sewer Group with Mr. Ray Thomas, Mr. Morris Taylor, Mr. Quintin Kelly, Dr. Ronald Thornhill, Dr. Barbara Harris and Mr. Welton Tyler to discuss the Sledge & Barkley and Turntable Park Groups and any other ongoing projects in town. The Ag Project Group includes Mr. Welton Tyler, Mrs. Jean Moody, Mr. Bernard Jones and Dr. Alfonso Seward.

iii. Sledge Marketing Study & Website

The Executive Director mentioned to the Board there was only one bid received. The bid and contract are in the board packets for review. The website will support all projects and demographic information and surveys. It will be a component of the IDA website. This has been a continuation of the grant received from DHCD to do a planning and feasibility study to help with future grants.

Motion: Mr. Ray Thomas moved, Mr. Quintin Kelly seconded, approve the Sledge and Marketing Study and website contract.

Upon vote of those present motion was unanimously carried.

iv. By-Laws

The Executive Director notified the Board the By-laws have been reviewed and approved by the IDA Attorney. There was one correction to Article I. Item 2 Principal Office, the address in which the location of the IDA Office. Should be changed from Brunswick County Conference Center to the Pecht Center for Economic Development.

Motion: Mr. Ray Thomas moved, Mr. Quintin Kelly seconded, to approve the updated bylaws with the address correction.

Upon vote of those present motion was unanimously carried.

XI. IDA Board of Directors Comments

The Chair mentioned the meals for tonight's meeting are from Dot's County Store & dessert from The Kitchen Table

XII. Closed Session

MOTION TO CONVENE CLOSED MEETING

August 8, 2023

Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly 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) (3), a matter involving the disposition of publicly held real property.
- 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), consultation with legal counsel, the pending case of probable litigation.

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 | Dr. Ronald Thornhill, Totaro District | Mrs. Jean Moody, Meherrin 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 | Dr. Ronald Thornhill, Totaro District | Mrs. Jean Moody, Meherrin District

Voting Nay:

Absent During Vote:

Absent During Meeting:

Motion: Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly to approve the revised contract for Hotel Elle as approved by our attorney and give the chair authority to sign the contract.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly to approve the first phase contract bid for the work on Sledge & Barkley building based on our attorneys approving the contract and give the chair authority to sign the contract.

Upon vote of those present the motion was unanimously carried.

XIII. Adjournment

Motion: Mr. Ray Thomas motioned, seconded by Dr. Arthur Jarrett, Jr. the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The August 8, 2023, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 7:23 p.m.