

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting

100 Athletic Field Road – Brunswick County Conference Center

November 9, 2021

6:00 P.M.

(W)

OK with Cheryl

IDA Board Meeting Minutes

The following Board Members were present:

Ms. Gloria Menyweather-Woods, Chair, Sturgeon District
Mr. Morris Taylor, Member, Vice-Chair, Red Oak District
Mr. Ray Thomas, Member, Secretary/Treasurer, At-Large
Mr. George Smith, Member, Totaro District
Dr. Arthur Jarrett Jr., Member, At-Large

Also present:

Mr. Michael Dotti, Executive Director
Ms. Tessie Bacon, IDA Attorney
Ms. Alfreda Jarrett Reynolds, Economic Director, Brunswick County
Ms. Anne Williams, Ex-Officio Member, Town of Lawrenceville
Dr. Alfonzo R. Seward, Board of Supervisors, Sturgeon District

The following were absent:

Ms. Arnika Green, Member, Powellton District, Mr. Will Ford, Member, Meherrin District,
Mayor Don Dugger, Ex-Officio Member, Town of Brodnax ; Ms. Rebecca Spengler, Acting
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

The Chair asked Dr. Arthur Jarrett to give the Invocation and the Pledge of Allegiance.

III. Approval of Agenda

Motion: Mr. George Smith moved, seconded by Dr. Arthur Jarrett to approve the Agenda as presented.

Upon vote of those present the motion was unanimously carried.

IV. Presentation by Charles Bennett, Collier—Sledge & Barkley Management

The Chair introduced Mr. Charles Bennett, the Executive Director of IDA informed the Board on Mr. Bennett's company "Collier" and how he has been advising the IDA and Paige Pollard with Commonwealth Preservation on how to proceed with the Sledge & Barkley building and on other items. Mr. Bennett introduced himself and thanked the Board for

allowing him to speak. Mr. Bennett let the Board know that he specialized in Commercial Construction Management with a special focus on Historic adaptive reuse projects. Mr. Bennett let the Board know that he was very encouraged to see the progressive steps taken since the acquisition of the property this includes the very detailed engineering and architectural study. Which laid out a lot of information necessary for the project to advance into a more formal design, budgeting and final engineering. Mr. Bennett let the Board know that the IDA has been proactive in preparing the Brownfield Grant and also the Historic Exterior Preservation grant related to storm damage that will be utilized for a roof and exterior credit restoration. Mr. Bennett's presentation also included ways to increase foot traffic and revitalize the Town of Lawrenceville through Redevelopment of buildings and marketing plan. The Chair and Executive Director thanked Mr. Bennett for his report to the Board and Citizens in attendance.

**V. Citizens Comments – No Comments
(Citizens are allotted three (3) minutes to speak)**

VI. Approval of Minutes
Regularly Scheduled Meeting – October 12, 2021
Called Special Session – October 20, 2021

Motion: Mr. Ray Thomas moved to approve if there are no changes the October 12, 2021 scheduled Board Meeting minutes and the October 20, 2021 Called Special meeting minutes, seconded by Dr. Arthur Jarrett.

Upon vote of those present the motion was unanimously carried.

VII. Consent Agenda

- Cash Register October 2021
- Checkbook Register October 2021

Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to approve the Consent Agenda's Cash and Checkbook Register for October 2021.

Upon vote of those present the motion was unanimously carried.

VIII. New Business

A. Workers Comp Audit

The Executive Director stated to the Board that the IDA's Workers Comp audit was complete and found to be 100% accurate, a Thank you to the Finance Manager, Melissa Boucher.

B. Appropriation Procedure

The Executive Director informed the Board the new First Citizens Bank account with purpose being for the Agriculture Project was opened and he will be reporting to the Board each month on any movement of money between accounts during the approval of the consent agenda as per advisement from the accountant. This way you're fully aware when we move money from one account to another and it can be part of the appropriation. The information will be included in the Board Packets.

C. Christmas Parade

The Executive Director the Board informed the Board that during the Christmas Parade on December 3, 2021, the IDA will return to its Post COVID tradition of serving our Finance Manager, Mrs. Melissa Boucher's famous hot cocoa along with cookies.

D. Southern States Task Force

The IDA, Brunswick County Economic Development Department and the Town of Lawrenceville is forming a Task Force to help find ways to utilize the former Southern States Building. This is a direct result of the Discovery Session organized by the Lawrenceville EDA and Town Manager and attended by the Finance Manager and the Chair of IDA. We're all working formerly together on marketing plans. More information upcoming in the Directors report.

IX. Old Business

A. ODO Update

The Executive Director stated that the plans as well as the building permit had been submitted to the building department and the application for the USDA grant was also submitted. The next step is bidding that will give a clear understanding of cost. The Executive Director mentioned the concerns on the steel of the building and the IDA is waiting for the TRCC Grant along with the AFID Grant paper work to move the funds forward. The Executive Director asked the Board for a Motion to accept the funds and allow the Chair to sign when we receive the paperwork.

Motion: Mr. Ray Thomas moved to have IDA accept the grant funds and allow the Chair to sign the contracts, seconded by Mr. George Smith.

Upon vote of those present the motion was unanimously carried.

B. American Rescue Plan Act (AARPA)

The Executive Director informed the Board of the continued work do to a consent order on updating the I-85 North Water system to address the THHM problems. The Board approved \$180,000 to correct the problem. IDA became aware of the ARPA Grant money used to improve infrastructures that was given to Brunswick County. The Brunswick County Board of Supervisor have agreed to provide the IDA with \$90,000 of the grant which will cut IDA's cost in half. IDA thanked the Brunswick County Board of Supervisors for their continued and increasing support.

C. Water Update

The project is on schedule and the bid for contracts will go out by the end of November.

The work is being handled by Dewberry Engineering as per the Board's approval.

X. Directors Report

We have all been left in an uncomfortable position when the individual who promised a yogurt business at the former Southern States Building failed to follow through. The Town of Lawrenceville and the IDA as well as all our funding partners spent time and money in a good faith effort to bring jobs to an area desperate for opportunity. We are anxious as return on investment. We all need jobs and a win for this community. The tide is turning in Lawrenceville and Brunswick County. The Economic Teams include new and experienced individuals. Most importantly, we are working together. In the last two years, seven new businesses have opened in Lawrenceville. We are in the process of planning and building a

45,000 square foot Organic Vegetable Packing Facility. Frito Lay is constructing a distribution warehouse. We also have numerous projects in various stages of vetting. In the last months, a task force was created with the intent of gathering information and developing marketing plans for our county. The failure of the initial KASS project let us all with a black eye, and yet it left us with an incredible building with a lot of potential.

We are working with our partners including Department of Housing and Community Development (DHCD), Southside Planning and the Tobacco Commission (TRRC) to participate in this forward momentum. We will use this opportunity to improve our marketing and our teams.

The Brunswick County Economic Development Department, the Town of Lawrenceville and the IDA have agreed to meet regularly to develop a marketing plan and decide the best way to move the former Southern States Building forward. We've met already and we will be meeting with the original engineer from Baskerville to catch the new members of the group up on the facility. The meeting will include Emily Van Pelt from TRRC as well as representative from DHCD. We have a shared goal of a successful outcome no later than April 2023. At our next meeting we will develop a time line working towards that goal.

The IDA is committed to help utilize the property to create jobs and economic opportunity. Our first step will be to prepare a professional marketing package for the property as well as others in our county. These marketing materials will be shared in the usual ways with any potential company, entrepreneurs and future entrepreneurs as possible. The former Southern States Building is located at the Head of the Tobacco Heritage Trail. This trail offers significant tourism and related opportunities, such as trailside recreation, retailing, trail livery services, and food trucks/restaurant services. In addition to the above, the building could be used for other food, retail, or "maker" options – ice cream or other frozen food maker, prepackaged meals, food service education, a Southern Virginia Made Products Store and preparation space, an indoor Farmers' Market or a Business Incubator.

In summary, we believe that the timing is right. The community is eager, and the energy is mounting to find an appropriate use of the Southern States Building.

Finally, I along with the personnel committee have finalized the Grant Writer Description. This position approved by you the Board, with the passing of the Federal Infrastructure Bill, we anticipate a large influx of grant opportunities. As demonstrated for every dollar invested in Grant Writing we receive on average \$4.00 back.

XI. Committee Reports

None

XII. IDA Board of Directors Comments

The Chair informed the Board that tonight's "Meals to Go" bags were prepared by Pino's Pizza in Lawrenceville, Virginia. Ray Thomas, Secretary/Treasurer of the IDA Board mentioned there is a Chamber of Commerce Meeting and citizens award ceremony Wednesday, November 10, 2021. Mr. Thomas also thanked the Executive Director for his hard work.

XIII. Closed Session

MOTION TO CONVENE CLOSED MEETING

November 9, 2021

Mr. Ray Thomas moved, seconded by Mr. George Smith that the Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(7) another matter requiring the provision of legal advice by counsel.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Ray Thomas and seconded by Mr. Morris Taylor 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, and Dr. Arthur Jarrett, Jr.

Voting Nay: None

Absent During Vote: Ms. Arnika Green, Mr. Will Ford

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Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to approve retaining an attorneys to review old IDA contracts.

Upon vote of those present, the motion was unanimously carried.

XIV. Information Session

The Executive Director mentioned to the Board that the work Mr. Charles Bennett is doing on Sledge & Barkley is being paid through grant funds and he is working under Ms. Paige Pollard. The Executive Director also let the Board know that there will be financial options like possible bonds and the IDA may have to bid for Mr. Bennett's services in the future. He also informed the Board of the \$50,000 Brownfield Grant that was awarded for the Dance Studio.

The Chair informed the Board that the Smithsonian National African American Museum visited the James Solomon Russell St. Paul's College Museum and Archives from the

Robert C. Smith Center, looking at various artifacts. The Center deals with family heritages, the Smithsonian Museum is doing work with HBCU's and will return in December to Lawrenceville. They specialize in digitalization, this opens the door for the James Solomon Russell Museum with hopes of putting digitalization equipment in the center for use by everyone from all counties. This will give the Town of Lawrenceville and Brunswick County a connection with the Smithsonian Museum.

XV. Adjournment

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

Upon vote of those present the motion was unanimously carried.

The November 9, 2021 Board of Directors meeting of the Brunswick County Industrial Development Authority was adjourned at 7:18 p.m.