

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

February 14, 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

#### **Also Present:**

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

#### **The following were absent:**

Mr. Will Ford, Meherrin District  
Ms. Leslie Weddington, County Administrator, Brunswick County  
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**

Ms. Gloria Menyweather-Wood gave the Invocation and Pledge of Allegiance

### III. Approval of Agenda

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Quintin Kelly to approve the agenda with the following changes, remove Item V. Incentives under New Business from the Agenda.

**Upon vote of those present motion was unanimously carried.**

### IV. Citizens Comments

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

Ms. Carla Bailey, stated she currently has a contract on the St. Paul's Farm and is excited to start moving forward on the property in terms of purchase and would like an opportunity to get on the IDA's Board Agenda to discuss some things she encountered. Relating to the partnership and moving forward. She looks forward to meeting with everyone.

### V. Approval of Minutes

- *Regularly Scheduled Meeting & Motions- January 10, 2023*
- *Special Board Meeting & Motions- January 23, 2023*

**Motion:** Dr. Ronald Thornhill, seconded by Mr. Morris Taylor to approve the January 10th, & January 23rd, 2023 Special Call Meeting Minutes and Motions.

**Upon vote of those present motion was unanimously carried.**

### VI. Consent Agenda

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

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

**Upon vote of those present motion was unanimously carried.**

### VII. Educational Review – Sledge & Barkley

#### i. Construction

Mr. Mark Meland from Century Construction spoke to the Board members about structure repairs to the Sledge and Barkley building. Mr. Meland discussed the key issues to fixing the roof system and structure in order to stop further deterioration of the building. The building has to be supported from the basement to the roof and will need to have a semi-permanent wall to hold up the structure. The entire third floor in the rear of the building would also have to be shored up due to the deteriorated hazardous conditions. The masonry hairpins that surround the building would have to be brought down and put back up in order to do the roof. These mutli-phases of the project would take approximately two months. The project manager and team are still working on getting up-to-date prices on the renovations. The Executive Director asked Mr. Meland to explain how the bid process works? In response, Mr. Meland explained a Request for Proposal (RFP) will come out, his company will respond to it and give their prices.

## VIII. New Business

### i. IDA Funding Letter

The Executive Director mentioned to the Board he submitted a funding request to the Board of Supervisors, letting them know the scope of the IDA projects they're working on and how material costs have increased.

### ii. Brunswick County Enterprise Zone Ordinance

The Executive Director has also made an allocation request and met with the Economic Development Director, and County Administrator, reviewing the Enterprise Zone and incentives. Mr. Kelly and the Executive Director have diligently researched the ordinances and laws. Also, Ms. Dillard was able to attend a two day Enterprise Zone seminar, in which she received great information about the program.

### iii. IDA Seminar

The Executive Director would like to have seminars that explains the process on how biddings work, how bonds work. He wants to identify what the IDA & EDA can do and present the findings on the Strategic Plan. The Executive Director was able to meet with Dr. Barbara J. Harris in regards to having a joint Board of Supervisors meeting to discuss the Strategic Plan.

### iv. Donation Letter (Town of Lawrenceville)

The Town of Lawrenceville sent the IDA a letter asking for a monetary donation towards paying for a professional fireworks show, musical entertainment for spectators and activities for the children.

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Quintin Kelly to donate \$500 to The Town of Lawrenceville for the Firework demonstration.

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

## IX. Old Business

### i. Ag Corrections

The Executive Director mentioned last Board meeting the Local District VDOT approved the entrance at the I85 Park. The Director clarified the correction at the time should've been, the IDA is still waiting for the approval from the Local District VDOT. As of this update it has been approved.

### ii. Committee Assignments

The Executive Director asked the Board members to look over the IDA Committee descriptions and the responsibilities. He encouraged them to choose a committee in which they would like to service. The Chair also stated she will give the Board Members a week to decide on a committee and asked them to get back to her. Mr. Thomas and Mr. Kelly are currently on the Project Committee as stated by the Executive Director. Dr. Thornhill volunteered for the Education Committee that also consist of the Dr. Jarrett and Mr. Taylor.

### iii. AFID Grant Revision

The Executive Director mentioned he has received the \$400,000 AFID Grant from Virginia Department of Agriculture and Consumer Services has been extended another 2 years for the Ag Project.

**X. Directors Report**

The Executive Director mentioned to the Board, the Director’s Report is in the packet and it will be in the Newspaper for everyone to read.

**XI. IDA Board of Directors Comments**

The Chair mentioned tonight’s meals were prepared by Charr’d LLC. She acknowledged Mr. Taylor has an upcoming birthday and wished him a Happy Birthday.

**XII. Closed Session**

**MOTION TO CONVENE CLOSED MEETING**

**February 14, 2023**

Mr. Ray Thomas moved, 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) (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.

**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

**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

**Voting Nay:**

**Absent During Vote:** Mr. Will Ford, Meherrin District

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**Motion:** Mr. Ray Thomas moved, seconded by Mr. Quintin Kelly, to authorize the Executive Director to proceed with 85.99 acres in reference to the land contract dated February 14, 2023 and to allow the Chair to sign the contract.

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

### **XIII. Adjournment**

**Motion:** Mr. Ray Thomas moved, seconded by Dr. Ronald Thornhill that the meeting be adjourned.

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

The February 14, 2023, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 6:34 p.m.