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**BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY**

**Board of Directors Meeting**

100 Athletic Field Road  
Brunswick County Conference Center  
January 10, 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. Will Ford, Meherrin District  
Mr. Quintin Kelly, Powellton District  
Dr. Ronald Thornhill, Totaro District  
Ms. Tessie Bacon, IDA Attorney

**Also Present:**

Mr. Michael Dotti, Executive Director  
Ms. Sylvia Allen, Brunswick Gazette, Reporter  
Ms. Beverley Ambs, Executive Director, Brunswick Chamber of Commerce  
Mr. Erwin Moore, Citizen  
Mr. Gary Peterson, Citizen

**The following were absent:**

Ms. Leslie Weddington, County Administrator, Brunswick County  
Ms. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County  
Dr. Barbara Jarrett-Harris, Liaison, Brunswick County Board of Directors  
Ms. Anne Williams, Town Council Member, Town of Lawrenceville  
Mayor Don Dugger, Mayor Town of Brodnax  
Mr. 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**

Dr. Ronald Thornhill gave the Invocation and Pledge of Allegiance

**III. Approval of Agenda**

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the agenda with the following changes under New Business Item ii. Creedle & Jones 2023 / Audit and add Item v. Committees 2023 to the Agenda.

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

**IV. Citizens Comments**  
(Citizens are **allotted** three (3) minutes to speak)  
No Citizens Comment

**V. Approval of Minutes**

- *Regularly Scheduled Meeting & Motions- December 13, 2022*

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Quintin Kelly to approve the minutes with the following changes under New Business A. JSRMA Donation add “The IDA Chair recused herself from this portion of the Board Meeting due to being a member of JSRMA Board. The Chair turned this portion of the meeting over to the Vice-Chair,” in December 13, 2022 regularly scheduled meeting Minutes and Motions.  
**Upon vote of those present motion was unanimously carried.**

**VI. Consent Agenda**

- *December 2022 Bank Reconciliation*
- *December 2022 Check Register*
- *December 2022 Deposits*

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Quintin Kelly to approve the December 2022 Consent Agenda consisting of Bank Reconciliation, Check Register and Deposits.  
**Upon vote of those present motion was unanimously carried.**

**VII. New Business**

**i. State & Local Statement of Economic Interest**

The Chair reminded the Board that the Statement of Economic Interest are due by the end of January, required by the state statute and if the Board have any questions concerning the statements please let staff know. The Administrative & Finance Service Coordinator informed the Board forms are in the Board packet and they can return the State of Economic Interest forms for submittal to the County.

**ii. Creedle & Jones Service 2023 / Audit**

The Board was made aware of the accountant services provide to the IDA that will continue through the end of June 2023. A letter was sent to the IDA for the Executive Director signature to continue services.

**iii. Ag Project**

The Director let the Board know VDOT approved the entrance at the I85 Park. This was required by the USDA before the project could move forward. There will be several meetings with the USDA, EPA, Tobacco Commission and the Project Planners to continue moving the project forward.

**iv. Board workshops**

The Executive Director expressed thoughts on having workshops as part of the Board meetings, having a different speaker talk with the members of the Board for 30 minutes. For example; a speaker on site selections, financing, legal actions and someone to talk about what an IDA organization can do to help the community. Dr. Ronald Thornhill agreed, that as a new board member spending 30 -45 minutes would be very helpful for him.

**v. Board Committee's 2023**

The Executive Director mentioned to the Board, his thoughts on redoing the board committees. According to the Bylaws the board has to have committee meetings and they cannot be done virtually. He assured the Board he will be working on revamping the committees and will email everyone with a new committee list and let them know he is available anytime to meet. The Chair stated there can only be 2 to 3 board members on a committee and the IDA Attorney agreed.

**VIII. Old Business**

**i. Property Sale**

The Executive Director mentioned the buyer of the St. Paul's property took advantage of the 90 day extension outlined in the purchase agreement, as per the terms of the sales contract. Which included a \$5,000 non-refundable deposit to the IDA and as of this day, there has not been any significant activity towards the studies required.

**ii. Strategic Plan Update**

Paige Pollard of the Commonwealth Preservation Group gave an update to the IDA Board of Directors on the Strategic Plan She called in during the meeting to talk with the Board about the need to get the citizens engaged in the community and answering the surveys that have been put out to help with the development of the strategic plan. She shared some reasons why the survey is so important and why the IDA really need to get the community to respond. During the stakeholder meetings held before the holidays, she heard a lot of positive things about the IDA but also heard some conflicting information about the role of the IDA and what the people in the community thinks the role should be and the kind of priorities that would be most beneficial for the community over the next ten years. Out of that she really wants to make sure we hear from residents, property owners, business owners and all the different stakeholders the IDA interact with so a final strategic plan can be developed that really represents everyone's contribution. Ms. Pollard feels the most critical reason for this is to make sure there is buy in and when the strategic plan is rolled out it is very clear there was engagement across the community and the IDA Board and staff developed a plan in response to the community needs. A survey has been launched on the IDA website, a list of emails provided by the Executive Director have been sent out with a link to the survey, the IDA staff has placed survey boxes, surveys and flyers in various locations across Brunswick County. A flyer and write up has been placed in the local newspaper and lastly the IDA Board Members will be given paper copies of the survey to hand out in their districts. Board member Quintin Kelly asked if PSA's could be done as well, Ms Pollard agreed.

**iii. Grant Updates**

The Executive Director notified the Board that the IDA did not received the IRF Grant for Sledge & Barkley, but was able to receive \$500,000 for the Ag Project and \$437,000 for Sledge & Barkley from Virginia Tobacco Region Revitalization Commission Grant.

**IX. Directors Report / Project Updates**

The Executive Director shared his congratulations to Dr. Alphonso Seward on being the Chair of Brunswick County Board of Supervisors and welcomed Dr. Barbara Jarrett-Harris as the new Board Liaison. The Executive Director shared a short story with everyone called "Stone Soup".

The Executive Director felt this story is important because as we all know there are risks in everything we do. However in order to move forward, we may face difficult challenges and risks. But if we all work together in the decision making the outcome can be beneficial.

**DHR Extension** We were granted an extension of the Deadline for the Sledge and Barkley Project from the Department of Historic Resources. The original deadline for the Hurricane repair project was Dec 30, 2022. The new deadline is December 31, 2023.

**TRRC Grants** On January 4<sup>th</sup> and 5<sup>th</sup>. I attended the Tobacco Region Revitalization Committee meeting and the TRRC reception in Richmond. A great opportunity to network with new and existing government contacts as well as others in Economic Development. The commission approved three Grants for Brunswick County as well as a Go Virginia Grant to bring our regions parks to Tier 4 status. Tier 4 is considered site ready by the State of Virginia. The IDA Grants will provide an additional \$437,000 for Sledge reconstruction and 500,000 toward the Alberta Agriculture Project.

In preparation for closing out TRRC Grant 3576 we submitted final invoices for a remittance of 38,000. We're awaiting final approval.

**CTE** I was asked to serve on the Brunswick Career & Technical Education (CTE) Advisory Committee. CTE will help Brunswick County Public Schools students as they explore career options. This includes mentorships, hands on training and internships. The first meeting is January 19, 2023. I have also committed to assisting with the program. I have reached out to GeoTech, they provide high tech in-depth equipment labs including 3D printing, CEA and much more to grammar schools. There is a possibility of a \$55,000 grant to Brunswick County Public Schools. In order to bring our economy into the future our children must be aware of their options early on.

**I 85 North.** The Department of Health informed us that our water system is in compliance in regards to chlorination residuals. The methods suggested by our Engineers have had good results. Lawrenceville and the IDA Continue to work together to keep the system in compliance with the new regulations.

The FEMA COVID Grant relief Application was completed and approved by FEMA and we will receive \$6,886.44.

**Resurgence Grant** – The IDA & Brunswick County submitted the final summary to DCHD for the MAP Program. This program had over 20 participants in which only 1 was SWAM Certified and throughout the course of our program, we were able to certify 2 more businesses and assist another 8 businesses with completing the application process including 1 business from Toano, VA, 1 business from Dinwiddie County and 1 from Richmond, VA. The grant also successfully assisted 14 businesses with marketing their business through creating a Marketing & Social Media website. Our partnership with the MBL allowed 20 business to become members of their organization and assisted them with their Capability Statements, Business Plans, Financial Literacy and creating their own Business Model Canvas.

**X. IDA Board of Directors Comments**

The Chair informed the Board the take home meals were prepared by Food Lion. Mr. Ray Thomas mentioned just a reminder the Chamber of Commerce meeting is tomorrow and Alfreda Jarrett-Reynolds will be the guest speaker to give an update on the County. Ms. Beverley Ambs mentioned Benchmark Bank has already indicated they're interested in doing a business after hours meeting, Butterfly Rose Florist & Gifts hosted an afterhours meeting in December. The Chamber is also on the CTE Advisory Board.

**XI. Closed Session**

**MOTION TO CONVENE CLOSED MEETING**

**January 10, 2023**

Mr. Ray Thomas moved, seconded by Mr. Will Ford 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 2.2-311(a) (3), a matter involving the acquisition of real property for a public purpose and disposition of publicly held real property
- ii. As permitted by Virginia Code Section 2.2-3711(a) (5), discussion concerning the expansion of an existing 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 of Directors.

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Quintin Kelly to amend the motion to convene in closed session to include as permitted by Virginia code section 2.2-3711 (a) (3), a matter involving the disposition of publicly held real property.

**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. Will Ford, Meherrin District
- 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. Will Ford, Meherrin District
- Mr. Quintin Kelly, Powellton District
- Dr. Ronald Thornhill, Totaro District

**Voting Nay:** None

**Absent During Vote:** None

**Absent During Meeting:** None

**Motion:** Mr. Ray Thomas moved, seconded by Dr. Ronald Thornhill, approve the Executive Director pursue the reacquisition of 85.99 acres at the I-85 Park.

**XII. Adjournment**

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

The January 10, 2023, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 7:29 p.m.