

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
October 9, 2018

IDA Board Meeting Minutes

The following Board Members were present:

Mr. Michael Dotti, Chair
Mr. Ray Thomas, Secretary/Treasurer
Mr. William Brown, Member
Mr. Bill Hudson, Member
Ms. Gloria Wesson Menyweather-Woods, Member
Mr. Buck Brockwell, Ex-Officio Member

The following were absent:

Mr. Morris Taylor, Vice-Chair
Dr. Charlette Woolridge, County Administrator
Ex-Officio Member
Ms. Diane Ashley, Ex-Officio Member
Mr. Ben Spence, Ex-Officio Member
Mr. Henry Robinson, Member

Other officials/guests present:

Honorable Bernard L. Jones Brunswick County
Board of Supervisors, Red Oak District
Mr. Carthan Currin, Economic Development Director,
Brunswick County
Mr. C. J. Dean, Manager, Town of Lawrenceville
Ms. Tessie Bacon, Attorney

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 everyone to join him in the Invocation and Pledge of Allegiance to the United States flag.

III. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Ms. Gloria Menyweather-Woods to approve the agenda as presented.

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

IV. Citizens Comments - None

V. Approval of Minutes

Regularly Scheduled Meeting – September 11, 2018

Motion: Mr. Ray Thomas moved, seconded by Ms. Gloria Menyweather-Woods to approve the minutes of the September 11, 2018 monthly board minutes.

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

VI. Consent Agenda

A. August 2018 Financial Report

B. September 2018 Checkbook Register

Motion: Mr. Bill Hudson moved, seconded by Mr. William Brown to approve the August 2018 Financial Report and September 2018 Checkbook Register as submitted.

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

VII. New Business

A. Motion to Add Finance/Project Manager to Bank Card

Mr. Ray Thomas moved, seconded by Mr. Bill Hudson to add Finance/Project Manager Ms. Jeannell Jones to Touchtone and First Citizens bank signature card files.

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

B. I-85 Business Park

Mr. Bill Hudson said Extreme Signs completed the final proof for the I-85 billboard sign and installation should be done soon.

C. Property Listing Update

The IDA Chair said the Finance/Project manager continues to identify vacant and abandoned buildings and properties within the Town of Lawrenceville and Brunswick County.

D. Water Violations/IDA North System

The IDA Chair said re-occurring water violation continues at the IDA North System. He said the issue is based on usage during the summer and maintenance details are being addressed to prevent future violations. He said that the Town of Lawrenceville and B&B Consultants are overseeing correcting the violations to the IDA North System.

E. IDA Annual Audit

Auditors with Robinson, Farmer, Cox Associates conducted a full IDA audit of financial records for Fiscal Year 2018 on September 12, 2018 in the IDA office. The audit report will be available for review once completed.

F. Lawrenceville Primary Care lawsuit update

A Hearing date to dismiss the lawsuit with Lawrenceville Primary Care is scheduled for Brunswick County Circuit Court on February 9, 2019.

G. Streetlight Pole/Insurance Update

A replacement streetlight pole to replace the one damaged in the IDA parking lot due to an accident has been ordered and the Office Manager is working with the insurance company on replacement costs issues.

VIII. Old Business

Board Member Henry Robinson Letter to BOS

The IDA Chair said a letter was mailed to the Brunswick County Board of Supervisors in regards to IDA Board Member Henry Robinson and his failure to attend monthly Board meetings or participate in IDA functions. The Board of Supervisors have not responded to that letter regarding Henry Robinson.

IX. Chairman's Report

The IDA Chair said several prospects have expressed interest in locating their business with Brunswick County and discussions are underway. He said representatives from the YMCA have scheduled interviews on October 29 and 30 at the IDA office with key community leaders to seek their input on trying to establish a YMCA in Brunswick County. He also said the Finance/Project manager is working with representatives from Brunswick High School on an internship program set to begin in January at the IDA. He went on to say that he would like to see the IDA develop a marketing plan to attract businesses to Brunswick County beginning in January 2019.

This concluded the Chair's report.

X. Committee Reports

A. Personnel – No report.

B. Finance – No report.

C. Property – Inspections are underway on two properties the IDA is considering purchasing.

D. Marketing – No report.

XI. IDA Board of Directors' Comments – No Comments.

XII. Closed Session

MOTION TO CONVENE CLOSED MEETING

October 9, 2018

Mr. Ray Thomas moved, seconded by Ms. Gloria Wesson Meny-weather Woods that this Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(5), discussion concerning the 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.

Motion seconded by Ms. Gloria Wesson Meny-weather Woods.

Roll Call Vote:

Voting Aye: Mr. William Brown, Mr. Michael Dotti, Mr. Bill Hudson, Ms. Gloria Wesson Menyweather-Woods, Mr. Ray Thomas

Voting Nay: None

Absent During Vote: Mr. Morris Taylor

Absent During Meeting: Mr. Morris Taylor

XIII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown that the meeting be adjourned.

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

The October 9, 2018 Board of Directors' Meeting of the Brunswick County Industrial Development Authority was adjourned at 6:40 p.m.