

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
March 12, 2019
Meeting Time: 5:30 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
Mr. William Brown, Member, At-Large
Mr. Will Ford, Member, Meherrin District
Mr. Carthan Currin, Economic Director, on behalf of
Dr. Charlette Woolridge, County Administrator
Ex-Officio Member
Mr. Buck Brockwell, Ex-Officio Member
Mr. Andrew Dugger, Ex-Officio Member

Also present:

Mr. Michael Dotti, Business Liaison Director

The following were absent:

Mr. Bill Hudson, Member
Mayor Curt Williams, Ex-Officio Member
Powellton District - Vacant

Other officials/guests present:

Honorable Bernard L. Jones, Brunswick County
Board of Supervisors, Red Oak District
Mr. C. J. Dean, Manager, Town of Lawrenceville
Ms. Tessie Bacon, IDA Attorney
Mr. Michael T. Byrne, Restaurant/Hospitality Consultant

I. Call to Order

The Chair called the meeting to order at 5:30 p.m.

** At this time the Chair welcomed Mr. Andrew Dugger, Ex-Officio for the Town of Brodnax and Mr. Will Ford, IDA Board member representing the Meherrin District to the IDA Board.

Also at this time the Business Liaison Director welcomed Board Member Mr. William Brown back to the Board after an extended medical leave.

II. Invocation and Pledge of Allegiance

The Chair asked everyone to join her in the Invocation and Pledge of Allegiance to the United States flag.

III. Town of Lawrenceville – Water/Sewer Presentation

Lawrenceville Town Manager Mr. C. J. Dean presented a brief overview of wastewater and water issues to the IDA Board. The Town of Lawrenceville’s position summary includes:

- Follow 1997 Agreement and adjust the percentage of Town and IDA share.
- System operator should get first usage from clients or have a guaranteed usage in any contract.
- Find the answer to why the usage estimates have been overstated by IDA consultant.
- Actively study an authority option.
- Work with VDH to have the four systems combined to reduce duplicate testing. (Lawrenceville, Alberta, IDA North, IDA East).
- Work with consultant to figure the cost to operate and maintain the systems per mile/foot and invoice system accordingly.
- Talk with Financial Advisors for funding.
- Talk with SPDC about funding project.
- Actively engage DEQ about loan for project.
- Application due next June for low interest loan for project.
- Project bid and award Nov 2019 – Jan 2020.
- Construction complete January 2022.

The IDA Chair thanked Mr. Dean for his presentation.

IV. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor, to approve the Agenda as presented.

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

V. Citizens Comments – None

VI. Approval of Minutes

Regularly Scheduled Meeting – February 12, 2019

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the minutes of the February 12, 2019 *Regularly Scheduled meeting* as presented.

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

VII. Consent Agenda

January 2019 Financial Report

February 2019 Checkbook Register

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that the January 2019 Financial Report and February 2019 Checkbook Register be approved.

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

VIII. Business Liaison Director's Report

The Business Liaison Director's report dated March 12, 2019 is attached for review.

IX. New Business

A. Presentation by Michael Byrne

Restaurant and Hospitality Consultant Mr. Michael Byrne gave a brief overview of his Downtown Economic Work Plan for the Town of Lawrenceville. He said the objective is to enhance the lives, work and play community in Lawrenceville. Mr. Byrne said there are basically three town blocks that need immediate attention. He said the Town of Lawrenceville should tap into the Lake Gaston summer community and those who would drive 30 miles or more to visit Lawrenceville to dine, hear live music, enjoy an ice cream cone, a gourmet cup of coffee or taste a flight of beers from a regional brewery. He went on to say that the architecture and layout of the Town of Lawrenceville has already laid the foundation of that commitment in 1781. He concluded by saying that the Downtown Economic Work Plan for the Town of Lawrenceville is a one to five-year plan. The Chair thanked Mr. Byrne for his presentation.

B. Timber Conference Wrap-up

The Business Liaison Director said the Agriculture/Timber conference hosted by Brunswick County, Brunswick IDA and the Virginia Cooperative Extension was highly successful with over 135 in attendance. The keynote speaker at the event was Ms. Bettina Ring, Virginia Secretary of Agriculture and Forestry.

C. Revised By-Laws

The IDA Attorney distributed copies of the revised By-Laws for the Board to review. She said the revised set reflects the duties of the Business Liaison Director and also some minor revisions. She asked that the Board review the By-Laws and to take action at the next monthly IDA Board meeting.

D. Contract Authorization – Business Liaison Director

The Business Liaison Director said the contract authorization would allow him to sign contracts and bring those contracts back to the IDA Board for approval at their sole discretion. Vice-Chair Mr. Morris Taylor said further discussion should take place prior to approving contract authorization to the Business Liaison Director. Board member Mr. Ray Thomas asked that contract authorization be discussed in Closed Session.

E. Grant Writer

The Business Liaison Director requested that this Item be discussed in Closed Session.

F. VEDA Conference

The Business Liaison Director said that he and the IDA Chair plan to attend the 2019 VEDA Spring Conference on March 27-29, 2019 in Harrisonburg, Virginia.

X. Old Business

A. Whitby Land

Previously discussed under Business Liaison Director's report.

B. Proposed Budget

The Finance Manager distributed copies of the FY 2019 – 2020 proposed budget for the IDA Board to review and to take action at the next IDA monthly Board meeting.

C. Audit Report – FY Ending 6/2018

The Business Liaison Director distributed copies of the audit report prepared by Robinson, Farmer, Cox Associates for fiscal year ending June 30, 2018 for the Board’s review.

XI. Committee Reports

A. Personnel – To be discussed in Closed Session.

B. Finance – No Report

C. Property – No Report

D. Marketing – No report

XII. Board of Directors’ Comments

XIII. Closed Session

MOTION TO CONVENE CLOSED MEETING

March 12, 2019

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

As permitted by Virginia Code Section 2.2-3711(a)(1) Other – Hiring a grant writer and contract authorization.

As permitted by Virginia Code Section 2.2-3711(a)(3), Acquisition of property for a public purpose.

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

Motion seconded by Ms. Gloria Menyweather-Woods.

Roll Call Vote:

Voting Aye: Mr. Morris Taylor, Ms. Gloria Wesson Menyweather-Woods, Mr. William Brown, Mr. Will Ford, Mr. Ray Thomas

Voting Nay: None

Absent During Vote: Mr. Bill Hudson, Vacant Powellton District

Absent During Meeting: Mr. Bill Hudson, Vacant Powellton District

MOTION: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the acquisition and ratify the contracts for the purchase of real property.

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

MOTION: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that the Board give the Business Liaison Director the authority to formulate contracts that will be brought back to the IDA Board for approval at their sole discretion.

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

MOTION: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that the IDA extend the agreement with Michael T. Byrne, Restaurant and Hospitality Consultant and pursue the hiring of a grant writer to service the IDA Board.

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

XIV. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Ms. Gloria Menyweather-Woods that the meeting be adjourned.

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

The March 12, 2019 Board of Directors' Meeting of the Brunswick County Industrial Development Authority was adjourned at 7:30 p.m.