

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
June 12, 2018

IDA Board Meeting Minutes

The following Board Members were present:

Mr. Michael Dotti, Chair
Mr. Morris Taylor, Vice-Chair
Mr. Ray Thomas, Secretary/Treasurer
Mr. William Brown, Member
Mr. Bill Hudson, Member
Ms. Gloria Wesson Menyweather-Woods, Member
Dr. Charlette Woolridge, County Administrator
Ex-Officio Member
Mr. Buck Brockwell, Ex-Officio Member
Mr. Ben Spence, Ex-Officio Member

The following were absent:

Ms. Diane Ashley, Ex-Officio Member
Mr. Henry Robinson, Member

Other officials/guests present:

The Honorable Barbara Jarrett-Harris, Chair, Brunswick County
Board of Supervisors, Totaro District
The Honorable John Zubrod, Vice-Chair, Brunswick County
Board of Supervisors, Meherrin District
The Honorable Freddie Harrison, Brunswick County
Board of Supervisors, Sturgeon District
The 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

I. Call to Order

The Chair called the meeting to order at 6:00 p.m.

II. Invocation and Pledge of Allegiance

Board Member Ms. Gloria Menyweather-Woods asked everyone join her in the Invocation and Pledge of Allegiance to the United States flag.

III. Approval of Agenda

The Chair requested that Item “VIII. Old Business:”A. 2009 Ford Escape be added to the Agenda. He also requested that the IDA Proposed Budget for FY 2018-2019 be discussed after Closed Session.

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to approve the agenda with the addition as requested.

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

IV. Citizens Comments

Mr. Phil Glisson said that the August issue of Early American Magazine featured one of his glass-blowing sculptures. He also said that if a re-enactment is performed at Fort Christanna next year several people mentioned in the magazine will participate in the event. He also spoke of several major events his business has participated in recent months.

V. Approval of Minutes

Regularly Scheduled Meeting – May 15, 2018

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to approve the minutes of the May 15, 2018 Regularly scheduled meeting.

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

VI. Consent Agenda

A. April 2018 Financial Report

B. May 2018 Checkbook Register

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the April 2018 Financial Report and May 2018 Checkbook Register as submitted.

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

VII. New Business

A. Discussion of IDA CD’S

Chuck Bradshaw – LPL Financial

Mr. Chuck Bradshaw with LPL Financial gave a brief overview on ways the IDA could gain more interest on Certificates of Deposit. He said bonds are an option with some funds having a short-term maturity date. The Board took no action at this time.

B. Meherrin River Water permit Renewal/Timmons Update

Dr. Charlette Woolridge provided an update on the Meherrin River Water Permit Renewal Project being done by the Timmons Group. She said the renewal process is lengthy but the renewal project is moving forward on schedule.

C. Review of RFP’s

The IDA Chair said the Request for Proposals for work at the Brunswick Industrial Park and the I-85 Business Park were reviewed and the following contractors awarded the work:

| | | |
|----------------------|------------|-------------------------------------|
| B. E. Howerton | \$1,650.00 | Bush Hogging I-85 Business Park |
| Frank's Lawn Service | \$2,666.00 | Bush Hogging Brunswick Ind. Park |
| Frank's Lawn Service | \$5,893.00 | Entrance Landscaping – Both Parks |
| Clary Construction | \$3,540.00 | Grading/Seeding Brunswick Ind. Park |

D. KASS Foods Press Release

The IDA Chair said a press release was included in Board member packets as it relates to the opening of KASS Foods, a healthy snack food manufacturer that will establish an operation in Brunswick County, Town of Lawrenceville, Virginia. He said Virginia successfully competed against North Carolina and Maryland for the project, which will bring eight new jobs to the region.

E. IDA Vendor List Update

The Chair said the IDA Vendor list is being updated. He asked Board members to submit their recommendations for plumbers, electricians, maintenance and general contractors to the IDA Office Manager so they could be included in the vendor list.

VIII. Old Business

A. 2009 Ford Escape

Mr. Mike Dotti, Chair of the Brunswick County Industrial Development Authority presented the keys to a 2009 Ford Escape to Brunswick County Board of Supervisors Chair Ms. Barbara Jarrett-Harris. Both Boards were present for the presentation.

B. FY2018-2019 Proposed Budget – To be discussed after Closed Session.

IX. Chairman's Report

The Chair gave a brief overview of work that is being done as the IDA continues to move forward. He thanked Mr. Brown and Mr. Hudson for working together to identify work needed at the Brunswick Industrial Park and the I-85 Business Park. He said he has been working with the Lawrenceville Town Manager Mr. C. J. Dean on identifying vacant buildings in Lawrenceville and discussing ways to revitalize the downtown area. Mr. Dotti also thanked Ex-Officio Mr. Ben Spence with the Town of Brodnax and Ex-Officio Mr. Buck Brockwell representing the Town of Lawrenceville for attending the IDA monthly Board meeting. He went on to say that he has met with representatives with the Emporia YMCA to discuss the possibility of opening a YMCA in Lawrenceville. He also said the IDA now has a Facebook page and it is gaining a lot of attention from citizens and the business community.

X. Committee Reports

A. Personnel – To be discussed in Closed Session.

B. Finance – No report.

C. Property – The IDA Chair said he had received complaints about the dumpster located at the Brunswick Office Center and is checking on ways to have the dumpster removed.

D. Marketing – Work continues on the use of the billboard at the I-85 Business Park to promote Brunswick County.

XI. IDA Board of Directors' Comments

Board Member Mr. Ray Thomas said the Lawrenceville Rotary Club is having a blood drive on Thursday, June 14, 2018 from 1:00 p.m. until 6:00 p.m. in the fellowship hall at

Lawrenceville Baptist Church. Mr. Thomas also thanked Mr. Dotti for his hard work and dedication in his role of Chair of the Brunswick County Industrial Development Authority.

Mr. Dotti invited everyone to attend the ribbon cutting ceremony for the Brunswick Byways Visitor Center on Thursday, June 28, 2018 at 6:00 p.m. located at 13516 Christanna Highway, Lawrenceville, Virginia.

XII. Closed Session

MOTION TO CONVENE CLOSED MEETING

June 12, 2018

Mr. Ray Thomas moved, seconded by Mr. Morris Taylor that this Board convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a)(1), a matter involving specific personnel matter;

As permitted by Virginia Code Section 2.2-3711(a), a matter involving a contract.

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 Mr. Morris Taylor.

Roll Call Vote:

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

Voting Nay: None

Absent During Vote: None

Absent During Meeting: None

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to accept the following bids to perform the work at the Brunswick Industrial Park and the I-85 Business Park:

| | | |
|----------------------|------------|-------------------------------------|
| B. E. Howerton | \$1,650.00 | Bush Hogging I-85 Business Park |
| Frank's Lawn Service | \$2,666.00 | Bush Hogging Brunswick Ind. Park |
| Frank's Lawn Service | \$5,893.00 | Entrance Landscaping – Both Parks |
| Clary Construction | \$3,540.00 | Grading/Seeding Brunswick Ind. Park |

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

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to approve the IDA's purchase of a cooler for the KASS project not to exceed \$22,000.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. William Brown to roll over the IDA CD's for sixty days.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the Proposed Budget for FY2018-2019.

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

XIII. Adjournment

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

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

The June 12, 2018 Board of Directors' Meeting of the Brunswick County Industrial Development Authority was adjourned at 7:45 p.m.