

***** CORRECTED MINUTES *** ADDED Wm. Brown/Arnika Green as Absent*****

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting

Electronic Meeting

May 12, 2020

5:00 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
Mr. Will Ford, Member, Meherrin District
Ms. Alfreda Jarrett Reynolds, Member, Totaro District
Mr. Buck Brockwell, Ex-Officio Member, Town of Lawrenceville
Mayor Curt Williams, Ex-Officio Member, Town of Alberta

Also present:

Mr. Michael Dotti, Business Director
Ms. Tessie Bacon, IDA Attorney
Honorable Dr. Barbara Jarrett-Harris, Chair, Board
Of Supervisors, Totaro District
Dr. Alfonzo R. Seward, Board of Supervisors,
Sturgeon District
Mr. Everette Gibson, Interim Manager, Town of
Lawrenceville
Ms. Rebecca Spengler, Vice-Mayor, Town of
Alberta
Mr. Anthony Taylor, Council Member, Town of
Alberta

The following were absent:

Mr. Andrew Dugger, Ex-Officio Member, Town of Brodnax
Ms. Arnika Green, Member, Powellton District
Mr. William Brown, Member, At-Large

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 the Business Director to begin the meeting with the Invocation.

III. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Ms. Alfreda Jarrett-Reynolds to approve the Agenda as presented.

Upon vote of those present the motion was unanimously carried.

IV. Citizens Comments

The Business Director asked Citizens to text their comments and include their name and address and a response would be sent in a timely manner.

Ms. Tessie Bacon, IDA attorney, recited that due to the nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the public body or governing Board. She also said that because of COVID 19 and the emergency declaration of our governor, that the IDA is holding an electronic meeting by Zoom, that had been duly published and noticed.

V. Approval of Minutes

Regularly Scheduled Meeting – March 10, 2020

Motion: Mr. Morris Taylor moved, seconded by Ms. Alfreda Jarrett-Reynolds to approve the minutes of the March 10, 2020 *Regularly Scheduled monthly meeting*.
Upon vote of those present the motion was unanimously carried.

VI. Consent Agenda

A. March 2020 Financial Report

B. April 2020 Checkbook Register

Motion: Mr. Morris Taylor moved, seconded by Ms. Alfreda Jarrett-Reynolds to approve the March 2020 Financial Reports and April 2020 Checkbook Register.
Upon vote of those present the motion was unanimously carried.

VII. New Business

A. Create Escrow Account

The Business Director requested approval from the Board to open an escrow account to hold security deposits from retail tenants as it is a rental law.

Motion: Mr. Ray Thomas moved, seconded by Ms. Alfreda Jarrett-Reynolds to approve the Business Director's request to open an escrow account to hold security deposits from retain tenants as it is a rental law.

Upon vote of those present the motion was unanimously carried.

B. ARC Food Processing

The Business Director said the IDA, in partnership with the private sector, should consider re-purposing the Sledge & Barkley Building to create an Agricultural Refinement Center (ARC) with incubator space and apartments on the upper floors. He said he is seeking \$35,000 matching funds for the recently awarded Tobacco Commission Grant to complete the preliminary architectural and engineering report, and validate past use assessments to confirm the business model. He said detailed information about ARC was included in Board members packets.

VIII. Old Business

A. KASS

The IDA Chair asked that the minutes include that when this project was presented to the Board back in 2017 Mr. Dotti, serving as Board member representing the Meherrin District at the time, voted no in moving the project forward. However, when he became IDA Business Director he did everything in his power to work with the owner to make the business a success and he has my full support.

The Business Director read a letter sent to the IDA, Town of Lawrenceville and other State agencies from Ajay Sujnani, owner of KASS USA that stated KASS is succumbing to the relentless pressure that COVID19 has placed on the company and the project would not be moving forward. A copy of document in its entirety was included in Board packets.

B. James River Cardiology

The Business Director announced that James River Cardiology has opened in the former Elton Brown building. He said the Town of Lawrenceville is reviewing zoning requirements that would allow for the design of apartments in the upstairs section of building. He said there would not be a ribbon cutting but a one-year anniversary event would be planned for new businesses opening.

C. Echo World

The Business Director said Echo World filled 30 positions but 22 hired were unable to work from home due to poor internet service. He said Echo World management is working with the Governor’s office to improve internet services in the County. He also said the COVID19 pandemic has delayed the Virtual Health Care System from opening but positions are being filled and the project continues.

D. St. Paul’s Studies

The Business Director said Dr. Barbara Jarrett-Harris, Chair of the Brunswick Board of Supervisors, has formed a task team to identify possible uses of the St. Paul’s College property. He said a study, prepared by Sanford Holshouser Economic Development Consulting, LLC, was included in Board members packet for review. The IDA Chair requested that a Motion be made to show support for this study and the task team identifying possible uses for the St. Paul’s College property.

Motion: Ms. Alfreda Jarrett-Reynolds moved, seconded by Mr. Ray Thomas that the IDA show support for the study and the task team identifying possible uses for the St. Paul’s College property.

Upon vote of those present the motion was unanimously carried.

IX. Directors Report

The Business Director presented his report to the Board. Items included:

307 North Main Street: formally the Sledge and Barkley building; White page has been submitted to Paige Pollard of Commonwealth Preservation Group for review. IDA is planning to develop the project using historic tax credits and grants and loans.

I-85 Project: Currently working on zoning requirement with Town of Alberta.

315 North Main: formally the Elton Brown building; first floor construction completed and James River Cardiology has moved in and paying rent. Upper floor apartment plans are finished and the IDA is waiting for zoning change approval from the Town Zoning Commission and permit to be issued.

319 North Main: formally Sally & Sonny's Florist; IDA closed on the building. Roof repairs pending at a cost of \$18,000 and the Business Director requested Board approval to proceed with repair.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford, to approve the emergency roof repair at the former Sally & Sonny Florist building located at 319 North Main Street at a cost of \$18,000.00.

Upon vote of those present the Motion was unanimously carried.

304 New Hicks Street: former Walker Drugstore building; no activity; seeking retail tenant.

Echo World: Nine employees working for Echo World from home during Covid19 pandemic.

Virtual Pharmacy: Details of pharmacy after Covid 19 restrictions lifted.

Pop's Bar and Grill: Tenant has purchased building. Construction proceeding as plans are underway to prepare for opening of restaurant. IDA Consultant Michael Byrne and the Business Director are reviewing equipment list and finalizing equipment order.

Distribution Center: IDA has signed bids-waiting for IDA Board approval.

Satellite Brewery: No progress. Discussions ongoing.

Dance Studio: Seeking.

Karate Studio: Seeking.

The IDA Business Director thanked staff for continuing to work diligently during the Covid19 pandemic. He said during unusual conditions progress has not slowed and staff time is being utilized. He also thanked Dr. Charlette Woolridge for her work in keeping the citizens of Brunswick County informed of emergency practices in place during the pandemic.

This concluded the Business Director's report.

X. Board of Directors' Comments

Ex-Officio Mr. Buck Brockwell requested that it be read into the minutes that he was in attendance during the Zoom meeting.

Dr. Alfonzo Seward said he was pleased with the IDA Board's use of technology to conduct business during the pandemic and for the IDA to continue to keep of the good

work being done. He said Dr. Barbara Jarrett-Harris was also in attendance for the IDA electronic meeting.

XI. Closed Session

MOTION TO CONVENE CLOSED MEETING

March 12, 2020

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)(5), discussion concerning a prospective business or industry.

As permitted by Virginia Code Section 2.2-3711 (a)(7), consultation with legal counsel.

As permitted by Virginia Code Section 2.2-3711 (a)(8), consultation with legal counsel.

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: Ms. Gloria Menyweather-Woods, Mr. Morris Taylor, Mr. Ray Thomas, Mr. Will Ford, Ms. Alfreda Jarrett Reynolds

Voting Nay: None

Absent During Vote: Ms. Arnika Green, Mr. William Brown

Absent During Meeting: Ms. Arnika Green, Mr. William Brown

Motion: Mr. Ray Thomas moved, seconded by Ms. Alfreda Jarrett-Reynolds that the IDA purchase and own \$5,000 in equipment for Lake Country General Store, a new business opening on Hicks Street in Lawrenceville, Va.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford that the Board have a vote of confidence for the Sledge & Barkley Project and give authority to the IDA Business Director to proceed with \$35,000 in matching funds towards the Tobacco Commission Grant.

Upon vote of those present the motion was unanimously carried.

Motion: Mr. Ray Thomas moved, seconded by Ms. Alfreda Jarrett-Reynolds that the IDA extend the three-year agreement for the I-85 Business Park Project and change the terms of the Agreement for a laydown yard and RV Park rezoning including the sale of the land and Agreements with the Town of Alberta, Va.

Upon vote of those present the motion was unanimously carried.

XII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford, that the meeting be adjourned.

Upon vote of those present the motion was unanimously carried.

The May 12, 2020 Board of Directors electronic meeting of the Brunswick County Industrial Development Authority was adjourned at 6:05 p.m.