

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
116 West Hicks Street – IDA Office
Lawrenceville, Virginia 23868
March 14, 2017
5:30 p.m.

IDA Board Meeting Minutes

The following Board Members were present:

Mrs. Gwendolyn McMillan, Chair
Mr. Morris Taylor, Vice-Chair
Dr. Robert Satcher, Member
Mr. Ray Thomas, Member
Mr. Buck Brockwell, Ex-Officio Member

Also present:

Ms. Joan Moore, Executive Director

The following were absent:

Mr. William Brown, Member
Mr. Michael Dotti, Member
Mrs. LaVerne Jolly, Member
Dr. Charlette Woolridge, County Administrator
Ex-Officio Member
Ms. Diane Ashley, Ex-Officio Member
Mr. Ben Spence, Ex-Officio Member

Other officials/guests present:

The Honorable Bernard Jones, Brunswick County
Board of Supervisors, Red Oak District
The Honorable John Zubrod, Vice-Chair, Brunswick County\
Board of Supervisors, Meherrin District
Mr. C. J. Dean, Manager, Town of Lawrenceville

I. Call to Order

The Chair, Mrs. Gwendolyn McMillan, called the meeting to order at 5:30 p.m.

II. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Dr. Robert Satcher to approve the agenda as presented.

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

III. Citizens Comments

Mr. Bill Hudson read a letter addressed to IDA Board members regarding his concern that the IDA Chair nor any Board member had responded to his letter dated November 8, 2016 that was related to FOIA violations.

The Honorable John Zubrod, Vice-Chair, Brunswick County Board of Supervisors distributed to Board Members a copy of the Board of Supervisors Vision For 2035 for their review. He said the Vision For 2035 outlines where the Board of Supervisors would like to see Brunswick County by that time.

IV. Approval of Minutes

Regularly Scheduled Meeting – February 14, 2017

Motion: Mr. Ray Thomas moved, seconded by Dr. Robert Satcher to approve the minutes of the February 14, 2017 minutes as presented.

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

V. Consent Agenda

A. January 2017 Financial Report

B. February 2017 Checkbook Register

Motion: Dr. Robert Satcher moved, seconded by Mr. Ray Thomas to approve the January 2017 Financial Report and February 2017 Checkbook Register as submitted.

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

VI. New Business

A. Brunswick Office Center

1. Repair Floor and Replace Tiles in DSS Office Building

The Executive Director said she would like approval from the Board to issue a Request for Bids to repair the floor and replace the tiles in the east side of the DSS office building hallway.

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the Executive Director's request to issue a Request for Bids to repair the floor and replace the tiles in the east side of the DSS office building hallway.

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

2. Paint Exterior of Brunswick Office Building

The Executive Director requested approval from the Board to, along with Property Committee Chair, enter into discussions with Sheriff Roberts about having the inmates at the Meherrin River Regional Jail paint the exterior of the DSS building.

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the Executive Director's request to, along with Property Committee Chair, enter into discussion with Sheriff Roberts about having the inmates at the Meherrin River Regional Jail paint the exterior of the DSS building.

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

VII. Old Business - None

VIII. Executive Director's Report

The Executive Director stated that her report had been provided for reading at the Board's convenience and she would just bring to the Board's attention a couple of things.

Brunswick County Industrial Park: No new activity at the Brunswick County Industrial Park during the month of February 2017.

I-85 Business Park in Alberta: No new activity at the I-85 Park during the past month.

Roanoke River Regional Business Park (RRRBP): The Mecklenburg IDA, which manages this park, did not report any new prospect activity during the past month.

Virginia Economic Development Partnership (VEDP): Stephen Moret, the new VEDP president and CEO, visited the VGA region this month to hold meetings.

Virginia Growth Alliance: During the month of January we were informed of three (3) business prospect inquiries.

The VGA Executive Director has been working with a consultant regarding the possibility of preparing a "retail strategy" for the region directed toward attracting new commerce.

Marketing: A report will be made available at next month's IDA meeting on marketing that defines results received so far from advertisements placed in two major trade magazines.

Budget/Finance: The Proposed IDA FY 18 Operating and Capital Budget was presented at the budget hearing on February 21, 2017. During the IDA Executive Director's budget presentation there was some misinterpretation from the Board of Supervisors regarding the issue of regional growth. The IDA has participated ongoingly in regional projects and regional partnerships. The Brunswick County IDA was one of the six initial counties forming a regional alliance. The Executive Director represented Brunswick County on the planning group that created the VGA. The IDA is fully supportive of regional growth and development.

Prospect and Old Southern State Warehouse Build-Out: The IDA Attorney has been asked to prepare an agreement between the IDA and Town of Lawrenceville, as required by the Tobacco Commission, related to the use of the space being built out using the Tobacco Commission grant for industry for a period of time.

Dr. Ackerman's Office: The IDA Executive Director received legal communication related to an incident that happened at Dr. Ackerman's office back in September 2016. A recent letter from Dr. Ackerman stated that he received documentation from a person who said she fell while leaving the office to answer her cell phone. Today the IDA received an email from Dr. Ackerman's insurance company stating they have read the

agreement that Lawrenceville Primary Care has with the IDA and because the incident happened outside of his office it is the responsibility of the IDA. The Executive Director provided information to the Property Chair for his review and information will be turned over to the IDA insurer, VACO, for investigation.

Board Member Mr. Ray Thomas asked the Executive Director if matters pertaining to the easement on Hwy 58 east had been resolved. The Executive Director said she received an e-mail from Mr. Buddy Hyde of the Emergency Services Advisory Board (ESAB) that she will discuss with the County Administrator because based on her understanding what is being requested is not something the IDA could do.

IX. Committee Reports

A. Personnel – None

B. Finance – None

C. Property – Previously covered under Item “VI. New Business:” A. Brunswick Office Center.

D. Marketing – None

X. IDA Board of Directors’ Comments

The IDA Chair, Mrs. Gwendolyn McMillan, encouraged everyone to attend the ribbon cutting for DMV Select on March 20, 2017 at 9:00 a.m. at the Brunswick County Conference Center.

Board Member Mr. Ray Thomas reminded everyone that the 14th Annual Brickyard 5-Miler and Spring Fest will be held on April 15, 2017. He said bench press competition and pizza eating competition is being added to this year’s event. He also said the Town of Lawrenceville is hosting a Town meeting on March 29, 2017 beginning at 7:00 p.m. at the Brunswick County Library to get input from citizens on revitalizing downtown Lawrenceville and the general area.

XI. Board of Directors Brainstorming

Board Member Mr. Ray Thomas asked that everyone keep Board Member Mr. Michael Dotti and his family in their prayers due to a family emergency.

XII. Closed Session - None

XIII. Adjournment

Motion: Mr. Ray Thomas moved, seconded by Dr. Robert Satcher that the meeting be adjourned.

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

The March 14, 2017 Board of Directors Meeting of the Brunswick County Industrial Development Authority was adjourned at 6:03 p.m.