

**BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY**

Board of Directors Meeting

100 Athletic Field Road – Brunswick County Conference Center

April 13, 2021

6:00 P.M.

**IDA Board Meeting Minutes**

**The following Board Members were present:**

Ms. Gloria Menyweather-Woods, Chair, Sturgeon District  
Mr. Morris Taylor, Member, Vice-Chair, Red Oak District  
Mr. Ray Thomas, Member, Secretary/Treasurer, At-Large  
Mr. George Smith, Member, Totaro District  
Dr. Arthur Jarrett Jr., Member, At-Large  
Mr. Will Ford, Member, Meherrin District  
Ms. Alfreda Jarrett Reynolds, Economic Director, Brunswick County (on behalf of  
Dr. Charlette Woolridge, County Administrator Ex-Officio Member, County of  
Brunswick).  
Ms. Anne Williams, Ex-Officio Member, Town of Lawrenceville

**Also present:**

Mr. Michael Dotti, Business Director  
Dr. Alfonzo R. Seward, Board of Supervisors, Sturgeon District  
Ms. Tessie Bacon, IDA Attorney

**The following were absent:**

Mayor Curt Williams, Ex-Officio Member, Town of Alberta  
Mayor Don Dugger, Ex-Officio Member, Town of Brodnax  
Ms. Arnika Green, Member, Powellton District

**I. Call to Order**

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

**II. Invocation**

The Chair began the meeting requesting the Business Director give the Invocation and the Pledge of Allegiance to the United States flag.

**III. Approval of Agenda**

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the Agenda.  
**Upon vote of those present the motion was unanimously carried.**

**IV. Citizens Comments**

Ms. Anne Williams, Ex-Officio Member, Town of Lawrenceville who lives at 701 Windsor Ave. Lawrenceville, VA. had questions for the IDA Board.

1. Keeping viable businesses and holding onto businesses in our community, what is our strategic plan?
2. Advertising an available space so interested parties can make offers (especially the buildings in Lawrenceville). What is our advertising/marketing plan? Is it compliant with state code?
3. Consistent pricing for each vendor. What is our fair market value? Is it realistic to attract other vendors and businesses?
4. Liability. Can you protect interested parties from past owner neglect? Is there a timeline that allows a future purchaser to make good on a property?
5. Are we advertising the enterprise zone incentives for all fairly across the board?
6. Does the IDA have to post budgets?

**V. Approval of Minutes**

*Regularly Scheduled Meeting – March 9, 2021*

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the minutes of the March 9, 2021 regularly Scheduled Board meeting.

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

**VI. Consent Agenda**

- A. Cash Register March 2021
- B. Checkbook Register March 2021

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the Consent Agenda as presented.

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

**VII. New Business**

**A. Lease Approval 121 Hicks Street**

The Business Director said that he had sent this lease out to the Board at the end of March for approval. The tenant’s goal is to open on April 15<sup>th</sup>. It is the 8<sup>th</sup> fully open business since the IDA Board has started working on projects with Mr. Dotti as Business Director. The tenant will be doing cancer aftercare with a holistic approach.

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the 121 Hicks Street Lease.

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

## **VIII. Old Business**

### **A. Budget Review**

The Business Director went through each line of the IDA Budget that was included in each Board Members packet.

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the 2022 IDA Budget.

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

### **B. Grant Reimbursements**

The Business Director said that the IDA will receive Draw #3 of the amount of \$15,000 within the next 15 days from Grant 3576 that was awarded to the IDA by the Virginia Tobacco Commission.

### **C. 315 & 319 Main Street**

The Business Director said that sale is scheduled to close on May 2, 2021. The sewer line and electric lines have all been updated.

## **IX. Directors Report**

### **Economic Factors and Review of Operations**

2020 was a year of many accomplishments and a few disappointments and lots of learning. We faced the challenges of COVID, working from home, and staff health issues with determination and an attitude of community first. We used our website to provide as much disclosure of our activities as we can. We provided grants, community center leadership and funding. We have a solidified Economic Development Team with Alfreda Reynolds, BC Economic Development Director. We have an incredible working relationship with the Brunswick County Board of Supervisors. We created an Agricultural Taskforce to explore, develop and execute economic renewal. Collaborating with Southside Planning, district and better understand their resources of knowledge and funding. We have worked with entrepreneurs, community activists and charitable organization to help, lead and most importantly better define our role. We have learned that our impact is far reaching and people care what we think. That we have a responsibility to lead and encourage.

### **Disappointments**

KASS killed by COVID 19

### **Under Construction**

319 North Main Apartments

315 North Main Apartments

### **Opened**

Flowers on Main

Pop's

James River Cardiology

### **Grant or other Assistance Provided**

Mosley's General Store

Lake Gaston County Store

Brunswick Community Center

Pop's  
Echo World Call Center Loan  
Flowers on Main  
Lawrenceville Historic District Expansion in partnership with Lawrenceville  
Longwood University Small Business Consulting SBDC  
Creation of Brunswick Community Center LLC, Board and Incorporation

**Leased for Purchase and Business Creation or Expansion**

127 Hicks Street  
304 New Hicks Street

**Grants Received**

\$75,000.00 Tobacco Commission

**Other Accomplishments**

Free Social Media Advertising for business  
Free Business Directory on Website  
Longwood Small Business Services  
Licensed Drone Operator  
Improved Website Updating  
Movie Night at Brunswick Senior High  
St Paul's Task Force  
Completed Phase 1 of Sledge & Barkley Study  
Established Agriculture Task Force

**2020 Time Line**

**FEBRUARY**

1. IDA Sponsored Video to Enter HGTV makeover Contest
2. Leased 315 North Main Street to James River Cardiology

**MARCH**

1. Provided \$4,000 grant to Longwood Small Business Development
2. Began Historical District update in partnership
3. COVID hit

**APRIL**

1. Kass project died blamed on COVID fears
2. IDA Director & Chair join St. Paul's Task Force with Lawrenceville & County
3. IDA purchased 319 North Main Street
4. Zoning approved for RV Park at I-85 Industrial Park
5. IDA staff began to clean up old records and files

**MAY**

1. Began Sledge & Barkley Study
2. James River Cardiology moved into 315 North Main Street

**JUNE**

1. Applied for \$250,000 grant to repair Sledge & Barkley
2. St. Paul's Study began,
3. Atlantic Coast Pipeline Canceled

**JULY**

1. Replaced roof at 304 New Hicks Street
2. Signed Lease with Flowers on Main at 319 North Main Street

**AUGUST**

1. Grant to Moseley’s Country Store
2. Scholarship writing contest for BC 300<sup>th</sup> Anniversary

**SEPTEMBER**

1. Contracted 4 acres at 58 Park to SAAD Development for \$125,000
2. Flowers on Main opened
3. Established AG Task Force

**OCTOBER**

1. Formation of Public Serve Authority Task Force with County and Town
2. Leased 127 Hicks Street
3. Sold 304 New Hicks Street
4. Pops Opened

**NOVEMBER**

1. Applied for VOF grant

**DECEMBER**

1. Movie Night at High School
2. Community Center Incorporated
3. Contracted for Sale Roanoke River Business Park. IDA to review 479,000.

**Funding Sources:**

The IDA does have a limited revenue stream and it is vital to protect those resources while at the same time spending dollars to move our action plan forward. We have endeavored to create revenue streams to support our operations. We also will sell completed projects to refill our capital funds for the next project. We received no additional tax dollars during 2019\ 2020 fiscal year.

**Other Resources:**

- Timber that can be managed—current value on land owned by the IDA is estimated at \$250,000. (St. Pauls)
- Tax Credits for Historic Building Renovation-
  1. Because of the National Register of Historic Places designation and the Historic Overlay District in the Town of Lawrenceville we have the ability to access Historic Tax Credits. Lawrenceville is working with us.
- Opportunity Zone - We are working to understand what funds are available and under what circumstances.
- Grant Writer- We are working with Southside Planning District in the arena of grant writing.
- Grants we have received 350,000 from TRRC & VHDA

**X. Committee Reports**

**A. Property/Land Management. Timber Status**

Mr. Will Ford distributed copies of a timber sale notice that will be advertised for the harvesting of 90+/- acres of merchantable timber on the St. Paul’s tract owned by the IDA.

**XI. IDA Board of Directors Comments**

The IDA Chair said that she feels that she is blessed and privileged to be in the position that she is in now as the Chair of the IDA Board representing the Sturgeon District. The IDA Chair said that she is also on the Board of Directors for the James Solomon Russell – Saint Paul’s College Museum and Archives. She went on to say that she started as a volunteer on the committee to get the museum organized, and the committee became the Board of Directors. She said that recently because of a project the IDA is working on, Paige Pollard with Commonwealth Preservation Group located a grant that the museum would be eligible for that will benefit St. Paul’s College.

The Business Director said that the grant for the museum will include a verbal history. It will allow citizens to record their history of St. Paul’s College.

The IDA Chair mentioned that she had a chance to re-read James Solomon Russell’s Autobiography and she was amazed at how much he had done for the County.

**XII. Closed Session**

**MOTION TO CONVENE CLOSED MEETING**

April 13, 2021

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

As permitted by Virginia Code Section 2.2-3711 (a)(1), a personnel matter involving salary or other compensation of a specific employee

As permitted by Virginia Code Section 2.2-3711(a)(5), discussion concerning a prospective business or industry.

**CERTIFICATION AFTER CLOSED SESSION**

Motion by Mr. Ray Thomas and seconded by Mr. Will Ford 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.

**Roll Call Vote:**

**Voting Aye:** Ms. Gloria Menyweather-Woods, Mr. Morris Taylor, Mr. Ray Thomas, Dr. Arthur Jarrett, Mr. Will Ford, Mr. George Smith.

**Voting Nay:** None

**Absent During Vote:** Ms. Arnika Green

**Absent During Meeting:** Ms. Arnika Green

**Motion:** Mr. Ray Thomas moved, seconded by Mr. Will Ford to give the Business Director the authority to move forward with the A&E project in the amount of \$90,000.  
**Upon vote of those present the motion was unanimously carried.**

Mr. Bill Banchee from Stahl Accounting gave a presentation of the Income Statement to the Board.

The Board discussed where the next Board meeting should be held and a decision was made to continue to meet at the Brunswick County Conference Center and follow social distancing guidelines due to COVID 19.

### **XIII. 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 April 13, 2021 Board of Directors meeting of the Brunswick County Industrial Development Authority was adjourned at 7:15p.m.