

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting

100 Athletic Field Road – Brunswick County Conference Center

September 14, 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
Mr. Will Ford, Member, Meherrin District
Ms. Arnika Green, Member, Powellton District
Dr. Arthur Jarrett Jr., Member, At-Large

Also present:

Mr. Michael Dotti, Executive Director
Ms. Tessie Bacon, IDA Attorney
Ms. Alfreda Jarrett Reynolds, Economic Director, Brunswick County
Ms. Anne Williams, Ex-Officio Member, Town of Lawrenceville
Dr. Alfonzo R. Seward, Board of Supervisors, Sturgeon District
Ms. Rebecca Spengler, Acting Mayor of Alberta
Ms. Teya Whitehead, Lawrenceville Town Council and Secretary,
James Solomon Russell and St. Paul's College Museum and Archives
Ms. Regina Gordon, Treasurer, James Solomon Russell and
St. Paul's College Museum and Archives
Rebecca Spangler, Ex-Officio Member, Town of Alberta

The following were absent:

Mayor Don Dugger, Ex-Officio Member, Town of Brodnax

I. Call to Order

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

II. Invocation and Pledge of Allegiance

The Chair began the meeting asking Board Member Dr. Arthur Jarrett, Jr. to give the Invocation and Pledge of Allegiance.

III. St. Paul's Presentation

Ms. Regina Gordon and Ms. Teya Whitehead, representatives of James Solomon Russell and St. Paul's College Museum and Archives, thanked Board members for their help in securing a \$50,000 grant for the Museum and Archives. Ms. Whitehead presented each Board member with a Christmas ornament of St. Paul's Church as a token of appreciation.

IV. Approval of Agenda

Motion: Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve the Agenda as presented.

Upon vote of those present the motion was unanimously carried.

**V. Citizens Comments - None
(Citizens are allotted three (3) minutes to speak)**

VI. Approval of Minutes

Regularly Scheduled Meeting – August 10, 2021

Motion: Mr. Ray Thomas moved, seconded by Mr. George Smith to approve the minutes of the August 10, 2021 regularly scheduled Board meeting.

Upon vote of those present the motion was unanimously carried.

VII. Consent Agenda

- Cash Register August 2021
- Checkbook Register August 2021

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the Consent Agenda's Cash and Checkbook Register for August 2021.

Upon vote of those present the motion was unanimously carried.

VIII. New Business

A. Pump Station HVAC Repair - \$8200.00

The Executive Director said Contractor Gary Edwards removed and disposed of existing equipment and installed a 5 ton straight cooling unit with a 9 KW strip heat at the pump station on Governor Harrison Parkway near the Dominion Power Plant. Cost to complete work was \$8200.00.

B. Dominion Power Sewer Pump Station Electrical Control Issues - \$1500-\$2000

The Executive Director informed the Board that repair work to electrical control issues at the Dominion Power sewer pump station will costs between \$1500 - \$2000.

C. Emergency Management Plan

The Executive Director said work is being done to complete an Emergency Management Plan requested by the Virginia Department of Health (VDH).

D. Strategic Planning – January 2022

Executive Director Mike Dotti asked the Board for a Motion to have a facilitated strategic planning session that would be open to the public in January 2022.

Motion: Dr. Arthur Jarrett, Jr. moved, seconded by Mr. Ray Thomas to have a facilitated strategic planning session that would be open to the public in January 2022.

Upon vote of those present the motion was unanimously carried.

E. Sept. 20, 2021 Historic Update

The Executive Director informed the Board that Ms. Paige Pollard with Commonwealth Preservation Group will provide an update on the Sledge and Barkley Project and an overview of historic tax credits on September 20, 2021 in the IDA conference room. A zoom link to attend virtually will also be available.

F. September 21, 2021 Lawrenceville Discovery Session

The Executive Director said included in each Board members' packet was an invitation to an interactive panel discussion to assist leaders with understanding the economic development process at the local level, and how it is directly influenced and supported by regional partner organizations. He said the Town of Lawrenceville is hosting the event at 409 West Fifth Avenue in Lawrenceville on September 21, 2021 beginning at 11:30 am.

G. Project X Loan Application. The Executive Director informed the Board that if the full Grant amount of 800,000 was not approved that the IDA might need to apply for a grant to make up the difference. The loan would be paid back as part of the lease agreement with SVCC.

H. TRRC Meeting – September 21-22, 2021

The Executive Director informed the Board that he would be attending a Tobacco Commission Revitalization Commission meeting on September 21 and 22, 2021 in Bedford, Virginia.

I. VEDA Conference – September 23-24

The Executive Director said he plans to attend a Virginia Economic Developers Association (VEDA) conference in Norfolk, Virginia on September 23 and 24, 2021.

IX. Old Business

A. Va. Dept. of Historic Resources Grant Approval

The Executive Director requested Board approval to proceed with the process for obtaining the Virginia Department of Historic Resources Grant.

Motion: Board Member Mr. Ray Thomas moved, seconded by Ms. Arnika Green to approve the Executive Director's request to proceed with the Virginia Department of Historic Resources Grant.

Upon vote of those present the Motion was unanimously carried.

B. AFID Grant Approval (Agriculture and Forestry Industries Development)

The Executive Director requested Board approval to proceed with a \$35,000.00 grant through the Governor's Agriculture and Forestry Industries Development (AFID) to help with architectural and engineering work for the produce project.

Motion: Mr. Ray Thomas moved, seconded by Dr. Arthur Jarrett, Jr. to approve the Executive Director's request to proceed with the process of obtaining a \$35,000.00 grant through the Governor's Agriculture and Forestry Industries Development (AFID) to help with architectural and engineering work for the produce project.

Upon vote of those present the Motion was unanimously carried.

C. VOF (Virginia Outdoor Federation)

The Executive Director requested Board approval for a \$25,000.00 Virginia Outdoor Federation Grant to help with the Lawrenceville playground.

Motion: Mr. Ray Thomas moved, seconded by Dr. Arthur Jarrett, Jr., to approve the Executive Director’s request for a \$25,000.00 Virginia Outdoor Federation Grant to help with the Lawrenceville playground.

Upon vote of those present the Motion was unanimously carried.

D. Dance Studio Lease Update

The Executive Director informed the Board that the Lease Agreement for 116 West Hicks Street, Lawrenceville, Virginia has been signed by the Brunswick County IDA (Landlord) and JEDEQUITY, INC (Tenant). He said the monthly rental installments will be \$975.00 beginning sixty days from CO issuance by Brunswick County.

X. Committee Reports

None

XI. IDA Board of Directors Comments

The Chair informed the Board that tonight’s “Meals to Go” bags were prepared by Moseley’s Country Store located in Ebony.

XII. Closed Session

MOTION TO CONVENE CLOSED MEETING

September 14, 2021

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 personnel matter involving consideration or interviews of candidates for employment; and Executive Director’s contract extension.

As permitted by Virginia Code Section 2.2-3711 (a)(3), a matter involving the disposition of publicly held property.

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) another matter requiring the provision of legal advice by counsel.

CERTIFICATION AFTER CLOSED SESSION

Motion by Mr. Ray Thomas and seconded by Mr. Morris Taylor 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, Mr. George Smith, Dr. Arthur Jarrett, Jr., Mr. Will Ford, Ms. Arnika Green

Voting Nay: None

Absent During Vote: None

Absent During Meeting: None

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to accept the Executive Director's request to hire a full-time Administrative Services Coordinator.

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

Motion: Mr. Ray Thomas moved, seconded by Dr. Arthur Jarrett, Jr.,

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

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the Executive Director's request to provide a loan to the Town of Alberta in the amount of \$14,000.00.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the sale of St. Paul's Property contingent upon review by the Board.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to approve the Extension of Executive Director Mike Dotti's contract. Contingent upon changes suggested by counsel.

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

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 September 14, 2021 Board of Directors meeting of the Brunswick County Industrial

Development Authority was adjourned at 7:23p.m.