

BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Board of Directors Meeting
100 Athletic Field Road – Brunswick County Conference Center
June 14, 2022
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
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, Business Liaison, Brunswick County
Mr. Will Ford, Member Meherrin District
Ms. Leslie Weddington, Brunswick County Administrator

The following were absent:

Vacant, Powellton District
Mr. George Smith, Member, Totaro District Mr.
Mayor Don Dugger, Ex-Officio Member, Town of Broadnax
Ms. Rebecca Spengler, Acting Mayor of Alberta

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 Dr. Arthur Jarrett to give the Invocation and Pledge of Allegiance.

III. Approval of Agenda

Motion: Ray Thomas moved, seconded by Dr. Jarrett to approve the Agenda with the following addition, taking out item B in new business Jazz Festival and adding item B to old business Project Pending Budget.

Upon vote of those present the motion was unanimously carried.

IV. Staff Introduction

The Industrial Development Authority would like to welcome new staff member April Beaty, as the Administrative Assistant. The Chair ask the Board to please introduce themselves so April can put a face with the voice.

V. Closed Session

MOTION TO CONVENE CLOSED MEETING

June 14, 2022

Mr. Ray Thomas moved that The Industrial Development Authority of Brunswick County, Virginia convene in closed meeting to discuss the following:

As permitted by Virginia Code Section 2.2-3711(a) (1) a personnel matter involving Executive Director Contract. As permitted by Virginia code section 2.2-3711(a) (3), a matter involving the disposition of publicly held real 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) a matter involving a confidential meeting.

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.

Roll Call Vote:

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

Voting Nay: None

Absent During Vote: Totaro District, Mr. George Smith

Absent During Meeting: Totaro District, Mr. George Smith

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to go forward with the loan agreement for the Agriculture Project.

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

Motion: Mr. Ray Thomas moved, seconded by Dr. Jarrett to extend the Executive Directors contract for an additional two years.

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

Motion: Mr. Ray Thomas moved, seconded by Mr. Morris Taylor to acquire the title on the Main Street property and put it back in the Industrial Development Authority's name.

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

Motion: Mr. Ray Thomas moved, seconded by Will Ford that the Board sell the property on Main Street contingent upon acquiring the title. Per attorney Tessie Bacon's recommendation and Ms. Menyweather-Woods sign off on all documents related to the transfer and acquisition.

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

VI. Directors Report / Project Updates

The Executive Director informed the Board and Citizens that Alfreda Reynolds and I met with Mr. Otto Wachsmann to discuss opportunities in Brunswick County. We also updated him on our projects. We let him know about our priorities and funding opportunities. We plan to hold scheduled quarterly meetings. Mr. Wachsmann is always available whenever we call.

On June 2, 2022, I attended Dominion Energy's Community meetings. The purpose of the meetings were to explain possible solutions to provide additional electricity to support the growth of our region. One of the solutions directly affecting Brunswick County involves expanding the existing Substation in Brunswick County with a new larger electric transmission line.

Alberta Agriculture Project The bidding process has begun. EDA is reviewing the bidding advertisement to ensure that they meet all Federal requirements. Our engineer has been instructed to make every effort to ensure that local developers, contractors and sub-contractors are aware of the timing. Once the schedule for the pre-bid meeting is determined, we will make sure that all local contractors are aware. The IDA will be reviewing the lease, to guarantee all necessary funding is available.

The Agriculture Task Force along with the Southern Virginia Produce Project Committee met. We continue to provide oversight on the Ag Project. This group includes Alfreda Reynolds, Cynthia Gregg, Richard Hite, Jordan Brandon, Ann Taylor Wright, Deborah Gosney and myself. This is the same task force the IDA Board authorized.

The Executive Director attended the Southside Planning District and Alberta Quarterly Exchange meeting with Executive Director Deborah Gosney and Acting Mayor of Alberta, Rebecca Spengler. During this meeting, we discussed projects and other issues that affect Alberta. The Alberta Town Council has taken steps to beautify of the town and also working on a number of projects that will provide better services to the town. They have completed 1/6 of a mile on The Tobacco Heritage Trail, along with completion of the Community Garden at School House Park. This was accomplished with the help of Brunswick Farms and Families.

Brunswick County is open for business. There were two ribbon cuttings in June. The Frito Lay Distribution Hub located in the IDA Industrial Park and The Bowling Alley located in the Brunswick County Conference Center. The developer, James Saad and Frito Lay

officials stated that out of all the towns and counties they have worked with our Economic Team was most professional and responsive. Two new small businesses also opened in June. The Mystery Place that sells clothes, sneaker and other accessories and JMG Beauty on New Hicks Street that sells beauty products. The IDA and Brunswick County Economic Development Department along with the participating towns have strived to bring new businesses to the County, it's working. Businesses are returning to Main Street and all areas of County Government are responsive and very helpful. Our partnerships make a new future possible.

Chamber of Commerce Director Wendy Wright has taken a new position and will be leaving the Chamber. She has served the County and its businesses for many years. We thank Wendy for her hard work and dedication and wish her nothing but good luck and prosperity. The Executive Director was on the panel for the Brunswick Business Summit. This event organized by Alfreda Reynolds, consisted of business leaders, consultants and small businesses; the event aired on RVA's premier business radio program On the Mic with Mike (King) on ESPN radio 106.1. Alfreda has worked hard to let the Richmond Region know we are the Location of Choice and just down the road from them. If they have not heard of us, they cannot invest in us. Ms. Reynolds has done much to shine a light on Brunswick County and our accomplishment.

The Executive Director attended Brunswick Farms to Families a luncheon at the Alberta Fire Hall. This meeting celebrated all the good things accomplished by Brunswick Farms to Families. Local businesses contributed and spoke at this luncheon VCU Massey Cancer Center organized the project.

The Board of Supervisor Bernard Jones and Polly Cole. Meherrin River Forest Products and Calhoun Mulch donated materials and VCU Massey Cancer Center provided plants with funding from a grant. The Honorable Matt Lohr, Virginia Secretary of Agriculture and Forestry was the keynote speaker. The Executive Director announced that the word is getting out all over Virginia. "Brunswick County Supports Agriculture and Forestry". The Regional Housing Market Analysis Interest Group met with SPDC. The purpose of this meeting was for Virginia Center for Housing Research at Virginia Tech and Housing Forward Virginia, to learn more about the localities and communities that make up the region along with the region as a whole. Representatives from both organizations attended and listened to challenges, trends, needs, and goals we have related to housing. This series of meetings with local representatives will help the study be customized and valuable to our region's unique needs.

The Executive Director stated, "There are many other projects underway". Stay Tuned

VII. Citizens Comments

(Citizens are allotted three (3) minutes to speak)

However, No Citizens Commented.

Delegate Otto Wachsmann from District 75, presented Melissa Boucher with a certificate of commendation for recognition of 15 years of service with the Industrial Development Authority. Ms. Alfreda Reynolds and Ms. Leslie Weddington and on behalf of Brunswick County Board of Supervisors and all the citizens of Brunswick County, Ms. Melissa Boucher was presented with the Brunswick County seal for working with Industrial Development Authority. Ms. Alfreda Reynolds stated it has been an honor and pleasure to work with Melissa and the impact of what she has learned from her over the last two years. Ms. Boucher will take with her as she continue her career journey. We're so very excited about your retirement. We will continue to call upon you with your expertise and knowledge and all the great work that you've done with Brunswick County Industrial Development Authority along with our partnership and how you've helped our county move forward. We are forever indebted and we thank you and wish you the best, but the best is truly yet to

come and for that we are grateful for your services.

VIII. Approval of Minutes

Regularly Scheduled Meeting – June 14, 2022

Motion: Mr. Ray Thomas moved, seconded by Dr. Arthur Jarrett to approve the June 14, 2022 regularly scheduled Board meeting.

Upon vote of those present the motion was unanimously carried.

IX. Consent Agenda

- Cash Register May 2022
- Checkbook Register May 2022
- April Bank Reconciliations
- May Deposits

Motion: Mr. Ray Thomas moved, seconded by Mr. Will Ford to approve the Consent Agenda's for May 2022 Cash Register, Checkbook Register, April Reconciliations and May Deposits.

Upon vote of those present the motion was unanimously carried.

X. New Business

A. Collateral Account

The Executive Director informed the Board, as part of the Organic Project, a line of credit has been established with First Citizens Bank and is currently collateralized by cash in our account. There are two CD's located at Touchtone Bank that we need to move to First Citizens Bank to assist with the collateralization along with the cash in our account. Moving these CD's will allow us to have our operating cash back.

Motion: Mr. Ray Thomas moved, seconded by Dr. Arthur Jarrett that we move the CD's to First Citizens to set up the collateral account.

Upon vote of those present the motion was unanimously carried.

B. Nail Salon

The Executive Director informed the Board, the Industrial Development Authority is working with a possible new business downtown to include working on getting construction prices for the new nail salon.

C. Employee Shortage

The Executive Director informed the Board, there is an employee shortage for a lot of businesses. The Industrial Development Authority has been tasked with creating jobs. The Executive Director asked the Board and the public for any suggestions. He reached out to the Commerce Secretary and others, as well as had a conversation with Delegate Wachsmann. The Executive Director stated, we need to address the labor issues and find a way to accomplish it through the schools. Whether it's internships and working with the schools. He's also working with The Town of Lawrenceville and Ms. Alfreda Reynolds to setup a job fair in Brunswick County. The number one obstacle is finding jobs for the citizens in the community, businesses are struggling, restaurants and other offices are closing or are limiting their hours to close. This is not a new story to many citizens and I'm sure we've all experienced it, and it's difficult.

XI. Old Business

A. Strategic Plan

The Executive Director informed the Board of the proposed outlined of the strategic plan they received in their packet. He let the Board know that meetings will be forthcoming in which the Board and the Citizens of Brunswick County will participate. The Boards was also informed that if they had any concerns or questions to please make notes for the upcoming meetings.

B. Project Pending Budget

The Executive Director stated if we receive requests for help with a project we can look at the budget and determine whether or not if it's in our budget. The budget is limited this year because of the large projects that are happening right now and we need to be limited in how much we can help small businesses. The Executive Director asked, what the Board's feeling are on helping small business. They will take it to the Finance Committee, to review the budgets and bring it up when necessary and advise the Board. Tessie Bacon asked, didn't you adopt previously a small purchase procedure? The Executive Director commented yes, it's covered by that. Even though it's under that we've been through procedure and over the years all that stuff has been taken to the Board for approval. The Executive Director asked does anybody have any comments or questions or thoughts.

XII. IDA Board of Directors Comments

The Chair made a statement thanking the staff for always being on top of things in the office and thanked the IDA for using local business for our meals that are shared with the Directors. This week's meal was prepared by Charr'd LLC. The Chair also welcomed April Beaty and congratulated Melissa Boucher for her years of service and welcomed her as the consultant. Melissa thanked the Board. Dr. Jarrett stated, welcome Ms. Beaty to the Board and glad to see his friend Melissa retiring, she's been with us a long time from way back a lot of projects that they have done in the past and she has always been right there. And thanked her for her services. Mr. Ray Thomas stated that Mr. Hart Hudson passed away. He was known for big farming in Mecklenburg County, among other things he has done. He is responsible for one of the reasons why the Tobacco Farming is existing as long as it has because the laws had changed for migrant workers. The Executive Director asked that the Board members and citizens sing Happy Birthday to Ms. Menyweather-Woods and Tessie Bacon.

XIII. Adjournment

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

Upon vote of those present the motion was unanimously carried.

The June 14, 2022, Board of Directors meeting of the Brunswick County Industrial Development Authority was adjourned at 6:58 p.m.