

*Secretary's initials of approval*       

*Preparer's initials* QB

**BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY**

**Board of Directors Meeting**

100 Athletic Field Road

Brunswick County Conference Center

March 12, 2024 at 6:00 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  
Dr. Arthur Jarrett Jr., At-Large  
Mr. Quintin Kelly, Powellton District  
Mrs. Jean Moody, Meherrin District  
Dr. Ronald Thornhill, Totaro District

**Also Present:**

Ms. Tessie Bacon, IDA Attorney  
Dr. Barbara Jarrett-Harris, Board Liaison, Brunswick County Board of Supervisors  
Ms. Leslie Weddington, County Administrator, Brunswick County  
Ms. Alfreda Jarrett-Reynolds, Economic Director, Brunswick County  
Ms. Anne Williams, Town Council, Town of Lawrenceville  
Ms. Beverly Ambs, Executive Director, Chamber of Commerce  
Ms. Sylvia Allen, Brunswick Gazette, Reporter

**The following were absent:**

Ms. Lawanda Tatum, Mayor of Lawrenceville  
Mayor Don Dugger, Town of Brodnax Mayor  
Ms. Robert Hayes, Mayor of Alberta

**I. Call to Order**

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

**II. Invocation**

Dr. Arthur Jarrett Jr. gave the Invocation

**III. Approval of Agenda**

**Motion:** Mr. Ray Thomas motioned, seconded by Dr. Arthur Jarrett Jr, to remove item i in Old Business and add IDA Board Emails to item i in Old Business.

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

#### IV. Approval Of Minutes

**Motion:** Mr. Ray Thomas motioned, seconded by Dr. Ronald Thornhill to approve the Regular Scheduled Board Meeting February 13, 2024, ODO Special Call Board Meeting February 5, 2024, and Brunswick County BOS & IDA BOD Joint Meeting February 7, 2024 and February Board Meeting Motions.

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

#### V. Consent Agenda

**Motion:** Dr. Arthur Jarrett Jr motioned, seconded by Mrs. Jean Moody to approve the January 2024 Financial Statement.

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

#### VI. Project Associate Director Report

The IDA has received the completed Railroad Authority agreement for I-85 Business Park with all signatures. Which mean the IDA has the authority to cross the railroad for 5 year and will expire 2029.

We received a \$25,000 change order for Sledge & Barkley, for the following items not on the original matrix; Demolish and replace floor joists not indicated on the drawings, Replace deteriorated masonry interior face of main building, Replace deteriorated masonry interface of warehouse building, Remove historical tin ceiling panels at first level of main building ceiling (in fear it was going to collapse), Replace wood flooring in main building and warehouse, not indicated on the plans (labor only) and Remove floor slabs in basement to investigate foundations (boring) for phase 2 design.

Final Inspection was done by the building inspector for wood framing and masonry on Friday, February 23<sup>rd</sup>. The Phase I portion of the project was completed the week of March 3<sup>rd</sup>, 2024. We continue to wait for the announcement of grant awards from the Governor's Office for Phase II funding.

The Greenspot EV Charging Station release agreement is currently being reviewed. The COO was out of the country at the time of submittal and will reach out on March 7<sup>th</sup> to discuss the agreement to satisfy both parties.

Mrs. Nielsen attended Water/Sewer Workgroup meeting on February 29<sup>th</sup>, it was an open discussion on the history of the system, the agreements between the ownership of the systems and the improvements needed to the water system. It is beneficial for the ownership to be the Town of Lawrenceville, being that the maintenance and operation cost would be minimized under one ownership, rather than BCIDA, the Brunswick County Office and The Town office. The last estimate for upgrade to the wastewater system was \$18M for the whole system. The Town of Lawrenceville, Town Manager Mr. Randy Lynch, expressed the need for funding avenues. In the discussion Mrs. Nielsen learned distribution of water is not the current concern, rather wastewater capacity for large industry. We were tasked with locating funding resources to help mitigate costs potentially through grant funding. We are currently reviewing the agreements from 1997 to 2021 to potentially have them consolidated into one contract. Should it be consolidated, this will minimize operation and maintenance costs for billable services. The small workgroup next meeting date is TBD, to discuss funding opportunities.

Mrs. Nielsen spoke with the Federal EDA concerning upgrade to current system. She said that in order to potentially fund such a project it would need to be connected to industry, and that the project would usually require multiple funding partners providing portions of the funding. If we are able to portion off the project into a smaller scope of work the EDA could fund as well. She told me the typical award range for EDA construction projects is \$600,000 to \$3,000,000. Matches would be involved potentially being 80/20 up to 60/40 depending on several variables.

For the Brunswick County Packaging Plant (formerly ODO), On February 15<sup>th</sup>, Mrs. Nielsen attended a meeting with Steve Versen, Deputy Director of Virginia Tobacco Region Revitalization Commission (TRRC) concerning the BCPP facility. Mr. Versen stated the TRRC and Virginia Small Business Financial Authority (VSBFA) have an MOU for a lending partnership. The VSBFA representative met to discuss the loan option with Virginia Small Business Financing. The representative explained that they do not offer a line of credit, however; their loans are below prime rate and can be adjusted if the amount needed is less than the \$2M applied for if it is done prior to closing. Mrs. Nielsen also received a loan commitment letter from First Citizens Bank on February 1<sup>st</sup> with an interest of 7.06% good for 60 days for \$1.8M. Mrs. Nielsen requested the Board to approve moving forward on the loan application with VSBFA with the Board Chair as the signee.

In other business, On March 13<sup>th</sup>, The IDA participated in Career Day with a student from Brunswick High School in conjunction with the Brunswick County Chamber. The students will have the opportunity to learn what career paths are available in their community. Mrs. Nielsen explained how grants help communities, how the IDA helps bring businesses into the community, along with discussing what is missing for the younger generation. We'll discuss how much time it can take and why for projects to be completed, how water and wastewater is an interracial part of our community and growing, among other things.

**VII. Citizens Comments**

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

No Citizens Comments

**VIII. New Business**

**i. Storm Water Agreement**

The Agreement is provided by the Virginia Department of Transportation for the operation and maintenance of the stormwater facility lease for Microsoft. The park is in partnership between the Industrial Development Authority of Brunswick County and Industrial Development Authority of Mecklenburg County, the agreement must be signed by the chair person. It is at no cost to the BCIDA, instead it allow Microsoft to proceed with their development.

**Motion:** Mr. Ray Thomas motioned, seconded by Dr. Thornhill approve to give the Chair permission to sign the Stormwater Agreement document.

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

**ii. RFP for a Contractor**

Dr. Jarrett, stated that he was contacted by the IDA staff with concerns with the 127 W. Hicks Street, a security concern, where as Mr. Thomas had to secure the backdoor with a metal bar and also pulled of the metal siding covering on the back steps so that there is clear line of sight to the back door. The IDA currently does not have a license contractor to address the small things with our properties. Dr. Thornhill, entertained the motion giving staff permission to advertise for a contractor.

**Motion:** Dr. Ronald Thornhill motioned, seconded by Mr. Morris Taylor to execute a request for proposal for a contractor and to add a certificate of liability to RFP.

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

**IX. Old Business**

**i. IDA Board Emails**

Ms. April Beaty, Office Manager informed the Board to please reach out to her, if they are having any trouble signing into their BCIDA Outlook Emails. It may seem a little difficult to do at first, so if they run into any issue or have a question about their emails to please give her a call so they are able to walk through the steps together.

**X. IDA Board Comments**

Dr. Jarrett congratulated Dr. Thornhill and his Basketball team for playing in the state championship and although they did not win, they won in their heart and in their community.

**XI. Closed Session**

**MOTION TO CONVENE CLOSED MEETING**

**March 12, 2024**

Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly that The Industrial Development Authority of Brunswick County Virginia Board Members convene in closed meeting to discuss the following:

- i. As permitted by Virginia Code Section 2.2-3711(a) (1), a personnel matter involving, appointment or promotion of particular officers or employees; Administration.
- ii. As permitted by Virginia Code Section 2.2-3711(a) (3), a matter involving the disposition of publicly held real property.
- iii. As permitted by Virginia Code Section 2.2-3711(a) (7), consultation with legal counsel probable litigation.
- iv. As permitted by Virginia Code Section 2.2-3711 (a) (8), a matter involving consultation with legal counsel employed by a public body.

**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:** Ms. Gloria Menyweather-Woods, Chair, Sturgeon District | Mr. Morris Taylor, Vice-Chair, Red Oak District  
Mr. Ray Thomas, Secretary / Treasurer, At-Large | Dr. Arthur Jarrett Jr., At-Large | Mr. Quintin Kelly, Powellton District  
Mrs. Jean Moody, Meherrin District | Dr. Ronald Thornhill, Totaro District

**Voting Aye:** Ms. Gloria Menyweather-Woods, Chair, Sturgeon District | Mr. Morris Taylor, Vice-Chair, Red Oak District  
Mr. Ray Thomas, Secretary / Treasurer, At-Large | Dr. Arthur Jarrett Jr., At-Large | Mr. Quintin Kelly, Powellton District  
Mrs. Jean Moody, Meherrin District | Dr. Ronald Thornhill, Totaro District

**Voting Nay:**

**Absent During Vote:**

**Absent During Meeting:**

**Motion:** Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly, to approve payment of \$25K to Ringenburg for the change order to the Sledge & Barkley Building.

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

**Motion:** Mr. Ray Thomas motioned, seconded by Quintin Kelly, approve to start the loan process for the Tobacco Commission for the BCPP Project.

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

## **XII. Adjournment**

**Motion:** Mr. Ray Thomas motioned, seconded by Mr. Quintin Kelly that the meeting be adjourned.

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

The March 12, 2024, Board of Directors meeting of the Industrial Development Authority of Brunswick County was adjourned at 7:34 p.m.