

VIRGINIA: AT AN ADJOURNED MEETING OF THE BRUNSWICK COUNTY BOARD OF SUPERVISORS HELD ON TUESDAY, JULY 12, 2016, AT THE BRUNSWICK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY, 116 W. HICKS STREET.

PRESENT: HON. BERNARD L. JONES, SR., CHAIR, HON. BARBARA JARRETT-HARRIS, HON. FREDERICK A. HARRISON, SR., HON. JOHN W. ZUBROD, BOARD OF SUPERVISOR MEMBERS, DR. CHARLETTE T. WOOLRIDGE, COUNTY ADMINISTRATOR

GWENDOLYN McMILLAN, CHAIR, WILLIAM BROWN, DR. ROBERT SATCHER, MORRIS TAYLOR, RAY THOMAS

Re: Call to Order – 6:30 p.m.

Mr. Bernard Jones, Chair, called the meeting of the Brunswick County Board of Supervisors (Board) to order.

Mrs. Gwendolyn McMillan, Chair, called the meeting of the Brunswick County Industrial Development Authority (IDA) to order.

Re: Approval of Agenda

Upon a motion by Mrs. Harris, seconded by Mr. Harrison, and unanimously carried, the Board approved the agenda as presented.

Ayes: Harris, Harrison, Zubrod, Jones; Nays: None

Upon motion by Mr. Thomas, seconded by Dr. Satcher, and unanimously carried, the IDA Board approved the agenda as presented.

Ayes: Brown, Satcher, Taylor, Thomas, McMillan; Nays: None

**Re: Use of the former St. Paul's College - John E. Thomasson Student Center
(TSC)**

During the April 12, 2016, joint Board of Supervisors and IDA Board meeting, both boards agreed to establish a working committee to propose uses for the TSC. The Board of Supervisors identified Mrs. Harris and Mr. Jones; and the IDA Board identified Mrs. McMillan and Mr. Brown to serve on the committee.

Mr. Jones opened the floor for discussion.

Mr. Zubrod suggested that the boards conduct a study to determine the proposed uses of the facility along with costs to operate the facility.

Mrs. Harris provided an overview of the committee's recommendations for the use of the facility as follows:

- DMV Select
- Rent the two large rooms on the first floor for events such as community meetings, conferences/workshops, reunions, weddings, birthday parties, graduation celebration, and other similar events
- Finish the kitchen area for rental during events
- Rent out bowling alley to groups
- Rent out exercise room to a certified business owner
- Rent out barber shop to a licensed business owner
- Establish business incubator and lease office space on the second floor
- Office for staff who will coordinate activities in the facility

Mrs. Harris further provided an overview of DMV Select (e.g., termination of DMV Select by the Commissioner of Revenues and Treasurer, DMV services to be offered

and the potential to provide other services such as passport and fishing/hunting licenses, staffing requirements, and DMV facility requirements), and the need to retain these services for the citizens. Mrs. McMillan indicated that citizens have called her to express their concerns regarding the closing of DMV Select and suggested that every effort should be made to maintain the services. After the discussion, it was the consensus of both boards to locate DMV Select in the TSC and the Board of Supervisors directed the county administrator to proceed to facilitate the opening of DMV Select.

Mr. Harrison indicated that the utilities and the sprinkler system are operational in the facility. However, the HVAC system needs to be serviced.

Dr. Satcher stated that citizens were able to vote in the TSC prior to St. Paul's closure. Now that the facility will be reopened, he asked if voting could resume at the facility. This matter will be considered.

The boards discussed the remaining committee recommendations presented by Mrs. Harris. There was consensus on renting the two large rooms on the first floor for events, renting the exercise room and barber shop to licensed business owners, establishing a business incubator, leasing office space on the second floor, and hiring a staff person to coordinate activities in the facility. However, Mr. Zubrod expressed concerns regarding the cost to renovate and operate the bowling alley and the kitchen areas. He suggested that a private owner operate the bowling alley and further reiterated the need to have cost estimates to operate the TSC. As a result, Charlette T. Woolridge, Ph.D., was requested to determine cost estimates pertaining to utility services.

Mr. Thomas indicated that he and Mr. Jones met with the owner of Brown's Funeral Home regarding her request to use the facilities' parking lot during some funerals and inquired about the status of the agreement for the said use. Charlette T. Woolridge, Ph.D., was requested to work with the attorney to develop a temporary agreement for the said services until the facility is operational.

Re: Naming of the former St. Paul's College John E. Thomasson Student Center

Upon motion of Mr. Zubrod, seconded by Mr. Harrison, the recommendation was to name the former TSC as Brunswick County Conference Center (BCCC) and to name the room on the first floor, to the left, as the John E. Thomasson Room, and the room to the right, the Saint Paul's Room.

Mr. Jones opened the floor for discussion.

Dr. Satcher provided the history of James Solomon Russell and his international prominence. As a result, he suggested to name the facility as James Solomon Russell Conference Center.

Mrs. McMillan suggested to name the facility as John E. Thomasson Conference Center since he built the facility. However, she will support the naming of the facility as James Solomon Russell Conference Center.

Mr. Zubrod and Mr. Harrison withdrew their motions.

Mrs. Harris provided an overview of the Committee's recommendation to name the facility as Brunswick County Conference Center (BCCC) and to name the room on the first floor, to the left, as the John E. Thomasson Room, and the room to the right, the St. Paul's Room. However, based on hearing the conversation from Dr. Satcher, she suggested to name the facility the Brunswick County Conference Center (BCCC) and to

name the room on the first floor, to the left, as the John E. Thomasson Room, and the room to the right, the James Solomon Russell Room

Upon motion of Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board of Supervisors approved to name the former TSC as Brunswick County Conference Center (BCCC) and to name the room on the first floor, to the left, as the John E. Thomasson Room, and the room to the right, the James Solomon Russell Room.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Upon motion of Mr. Thomas, seconded by Mr. Taylor, the IDA Board approved to name the former TSC as Brunswick County Conference Center (BCCC) and to name the room on the first floor, to the left, as the John E. Thomasson Room, and the room to the right, the James Solomon Russell Room.

Aye: Brown, Taylor, Thomas; Nay: McMillan; Abstain: Satcher

Dr. Satcher stated that his reason for abstaining as “ambivalent.”

Re: Fee to Use Facility

Upon motion of Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board of Supervisors approved to defer discussions regarding fees to use facility until utility costs are provided.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Upon motion of Mr. Thomas, seconded by Mr. Taylor, and unanimously carried, the IDA Board approved to defer discussions regarding fees to use facility until figures are provided.

Aye: Brown, Satcher, Taylor, Thomas, McMillan

Re: Closed Meeting

Upon a motion by Mr. Harrison, seconded by Mr. Zubrod, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia convened in Closed Meeting to discuss the following matters under:

- 2.2-3711.A.29: Discussion regarding the award of a public contract involving the expenditure of public funds.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Upon a motion by Mr. Thomas, seconded by Mr. Taylor, and unanimously carried, the IDA Board of Brunswick County, Virginia convened in Closed Meeting to discuss the following matters under:

- 2.2-3711.A.29: Discussion regarding the award of a public contract involving the expenditure of public funds.

Ayes: Brown, McMillan, Taylor, Thomas, Satcher; Nays: None

Reconvene in Open Meeting

Upon a motion by Mr. Harrison, seconded by Mrs. Harris, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia reconvened in Open Meeting.

WHEREAS, the Board of Supervisors of Brunswick County, Virginia (“Board”), convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that to the best of each member’s knowledge

(i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and

(ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

WILL EACH MEMBER NO SO CERTIFY:

Mrs. Harris: Aye
Mr. Harrison: Aye
Mr. Jones: Aye
Mr. Zubrod: Aye

Upon a motion by Mr. Thomas, seconded by Mrs. Taylor, and unanimously carried, the Board of Supervisors of Brunswick County, Virginia reconvened in Open Meeting.

WHEREAS, the Board of Supervisors of Brunswick County, Virginia (“Board”), convened a Closed Meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia, 1950, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

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(ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Board.

WILL EACH MEMBER NO SO CERTIFY:

Mr. Brown: Aye
Mrs. McMillan: Aye
Mr. Satcher: Aye
Mr. Taylor: Aye
Mr. Thomas: Aye

Re: HVAC Proposal

The IDA issued an Invitation to Bid for start-up of HVAC system for the facility. One bid was received from Jones Electric Contractor, Inc.

Upon motion of Mr. Harrison, seconded by Mrs. Harris, the Board of Supervisors approved Jones Electric Contractor, Inc.'s proposal.

Ayes: Harris, Harrison, Tyler, Jones; Nays: Zubrod

Upon motion of Mr. Morris, seconded by Mr. Brown, the IDA Board approved Jones Electric Contractor, Inc.'s proposal.

Ayes: Brown, Satcher, Taylor, McMillan; Nays: Thomas

Re: Adjourn

Upon a motion by Mr. Zubrod, seconded by Mr. Harrison, and unanimously carried, the Board adjourned.

Ayes: Harris, Harrison, Tyler, Zubrod, Jones; Nays: None

Upon motion by Mr. Thomas, seconded by Mr. Taylor, and unanimously carried, the IDA adjourned.

Ayes: Brown, Taylor, Thomas, Satcher, McMillan; Nays: None