



Minutes

Tucker County Development Authority

August 9, 2018 – 6:00 PM 494 Riverstone Road, Davis, WV 26260

Board Members Present:

Wayne Smith - President, Roscoe 'Ronnie' Beall - Treasurer, County Commissioner
Patrick Darlington, Sandra Frank, Ben Nelson, Dan Dilly

Board Members Not Present: Alan Tomson - Vice President, Brandon Wilfong, Bruce
Kolsun, Cory Chase, Titus Helmick, JR Helmick

Quorum present? Yes

Attendees:

Steve Leyh, TCDA Executive Director
Dennis Filler, Tucker County Planner
Kate Leary & Ian Smith, Friends of Blackwater

Call To Order

The meeting was called to order at 6:16 pm by Wayne Smith, President.

Friends of Blackwater presented information about seeking funding for a feasibility study to develop a rail-trail from Thomas to Frostburg, Maryland.

Minutes

Ben Nelson moved to approve the minutes from the July 12, 2018 meeting and the motion was seconded by Ronnie Beall. The minutes of the previous meeting were approved unanimously.

Communications and Billing

A letter was received from West Virginia State Auditor's office notifying the authority to seek RFPs for an annual audit.



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Treasurer's Report

The financial report was emailed to the board and President Smith asked if there were any questions about the report. The financial report will be placed on file for audit.

Executive Director's Report

WV Hardwood Alliance Zone

- Attended monthly meeting in Elkins where new marketing materials were developed in preparation for upcoming trade shows. I will be staffing the WVHAZ booth at the International Woodworking Fair Trade Show in Atlanta (August 21-25).

Corridor H Highway Authority

- Participated in the annual meeting of the Corridor H Highway Authority where discussion revolved around future highway development and initiatives to help fund it.

RCBI Visit / Trades Training Program

- Met with representatives from the Robert C. Byrd Institute in Bridgeport to discuss developing a trades training program as part of a regional initiative.

Try This WV

- Met with Justin Raines from the West Virginia Healthy Kids and Families Coalition about their Try This WV program, which offers mini grants to individuals who encourage healthy activities.

Appalachian Gateway Communities

- Participated in the Appalachian Gateway Communities conference in Shepherdstown where we developed an action plan to further help Tucker County and regional Mon Forest gateway communities reap the benefits of forest-based recreation.

Microsoft Airband Initiative

- Dennis Filler and I continue to work on developing a pilot program for broadband internet using whitespace. Frontier has expressed some interest in continuing the conversation.

WVEDA Visit

- Met with Steve Webb from WVEDA and discussed financing options for business development projects as well as toured the Tucker County Industrial Park.

Office Closed

- I will be taking a few days for vacation the week of August 13-17.



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Old Business

Land Swap

The exchange deed for Little Canaan is still at the WV Attorney General's office awaiting approval. Commissioner Darlington will reach out to them to find out why it is stalled.

Board Vacancy

The board discussed options to help increase participation and fill vacancies on the board. Sandra Frank motioned to send a letter to each of the five incorporated municipalities in Tucker County to nominate a representative to serve on the TCDA board to the county commission; and each of the new members would have staggered terms to better round out the board. Furthermore, existing board members will end their current terms on the last day of their respective fiscal year instead of the last day of the calendar year to bring all terms into alignment with the fiscal year. Patrick Darlington seconded the motion and the motion passed unanimously.

Davis Center Redevelopment

Executive Director Steve Leyh explained the Master Lease for the Davis Center Redevelopment is still at the WV Attorney General's office, but that the project is still moving forward.

Industrial Park Protective Covenants & Restrictions

The Industrial Park Protective Covenants and Restrictions committee agreed to meet prior to the next board meeting to review the document. The committee meeting will take place on September 13, at 4 PM in the Clower Run Conference Room.

Industrial Park Signage

The Rubenstein Center offered to construct the framework and install 8' x 12' sign advertising lots in the industrial park if the authority would buy the materials. The sign would be constructed with (3) 6"x6" vertical into the ground, 2" x 4" running horizontal to create a frame and covered with 3 pieces of medium-density overlay (MDO) plywood. The Authority would then contract with a sign company to develop a vinyl wrap over the plywood. Patrick Darlington motioned that the Executive Director is authorized to spend up to \$2,000 on the project. The motion was seconded by Ronnie Beall and unanimously approved.



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Bylaws

The board discussed possible changes to the bylaws including adding language that specifies the date of the annual meeting and election of officers to be the first meeting of the fiscal year. They also suggested language be changed to state 3 consecutive absences would be cause for removal from the board. Copies of proposed amendments will be developed and sent to the membership within ten days of the September meeting. No amendment shall be adopted except by a majority vote of the members of the Board of the Authority.

New Business

Election of Officers

A slate of officers for FY19 was nominated by Patrick Darlington and seconded Dan Dilly and unanimously approved. The officers for will be Wayne Smith – President, Al Tomson – Vice President, Ronnie Beall – Treasurer, Sandy Frank, Secretary. The three-person executive committee will be rounded out by Ben Nelson, Dan Dilley and Patrick Darlington.

CVB Board Authorization

Ronnie Beall motioned to authorize Steve Leyh, Executive Director to serve on the board of the Tucker County Convention and Visitors Bureau including the use of the Executive Director's time to attend meetings or conferences for the CVB during his public work hours to further the mission and duties of the TCDA. The motion was seconded by Ben Nelson and approved with Patrick Darlington abstaining.

Property Acquisition / Potential Industrial Park Tenant

At 7:09 PM Ronnie Beall motioned to go into Executive Session with the County Planner, Dennis Filler present pursuant to Open Meetings Act at W.Va. Code § 6-9A-4 to consider matters involving the purchase of real property from Miners & Merchants Bank in Thomas and the sale or lease of real property in the Industrial Park. The motion was seconded by Patrick Darlington and approved unanimously.

At 7:36 pm, Patrick Darlington motioned to move out of Executive Session and was seconded by Ronnie Beall and approved unanimously.



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Patrick Darlington motioned to have the Tucker County Development Authority explore the possible acquisition of the Miners & Merchants Bank building in Thomas. The motion was seconded by Ben Nelson and unanimously approved.

Public Comment

No Public Comment

Adjourn

The board voted to adjourn the meeting at 7:38 pm after a motion from Patrick Darlington. It was seconded by Sandra Frank.

The next Tucker County Development Authority meeting will be held on September 13, 2018 at 6 pm in the Clower Run Conference Room at the National Youth Science Foundation Building, 494 Riverstone Road, Davis West Virginia.

Minutes respectfully submitted by Steve Leyh, Executive Director.