



Minutes

Tucker County Development Authority

May 23, 2019 – 6:00 PM 494 Riverstone Road, Davis, WV 26260

Board Members Present:

Wayne Smith – President, Sandra Frank – Secretary (arrived late), JR Helmick, Ben Nelson, Dennis Filler, Robby McClung, Matt Quattro, Bruce Kolsun, Cory Chase, Dan Dilly, Kennetha Greenlief

Board Members Not Present: Al Tomson – Vice President (excused), Roscoe 'Ronnie' Beall – Treasurer (excused), Titus Helmick (excused), Patrick Darlington - Commissioner

Quorum present? Yes

Attendees:

Steve Leyh, Executive Director, Tucker County Development Authority

Call To Order

The meeting was called to order at 6:00 PM by President Wayne Smith.

Minutes

Dennis Filler noted a correction in the previous meeting minutes - under new business the word objects should be objections. The sentence was corrected to: "Vice President, Tomson asked if there were any objections to changing the order of business." Bruce Kolsun motioned to approve the minutes from the April 18 meeting as corrected and the motion was seconded by Dan Dilly. The minutes of the previous meeting were approved as corrected unanimously.

Communications and Billing

A request for a letter of support for a new pedestrian bridge across the river in the City of Thomas was presented. Ben Nelson motioned to approve the letter of support. The motion was seconded by Dan Dilly and unanimously approved.

6:03 PM Sandra Frank Arrived

Treasurer's Report



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The financial report was emailed to the board. 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

Toured Miners & Merchants Bank Building

- Toured the bank building with architect Michael Mills and Dave Clark from Woodands.

Convention and Visitors Bureau Board Retreat

- Attend the annual board retreat of the Tucker County CVB. We revisited our strategic plan to support, sustain and assist in the growth of the Tourism industry in the county.

Business Retention Visits

- Visited with Sunrise Sanitation, Hinchcliff Lumber, Parsons Woodworking and Kingsford Charcoal this month to discuss growth opportunities.

Hardwood Alliance Zone

- The Hardwood Alliance Zone has partnered with the Appalachian Hardwood Center at WVU to produce a forest products sector survey. The survey will be used for strategic planning for the region and to identify marketing strategies and growth opportunities.

Broadband Initiative

- Hosted a public broadband meeting on Wednesday, May 15 at the Tucker County Courthouse. Approximately 20 people attended the meeting. The purpose was to discuss the ReConnect Broadband Grant.
- Received letters of support for the project from various critical community organizations
- Secured MOUs for multiple tower locations throughout Tucker County
- Attended multiple meetings of the Central West Virginia Development Association in Buckhannon where we are finalizing details to apply for a USDA ReConnect Broadband Grant.

Tucker County Chamber of Commerce Awards Banquet

- Attended the annual awards banquet of the Tucker County Chamber of Commerce. Mountain State Brewing was awarded Business of the Year.

Workforce Housing Task Force

- Workforce Housing Task Force Committee met on May 3 with BCWorkshop we continue to work on the workforce housing masterplan.

Working with Entrepreneurs



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- I continue to meet and work with numerous individuals who are interested in starting new businesses in Tucker County.

Old Business

Miners & Merchants Bank Building

Steve Leyh reported that on Friday May 3, he toured the bank building with architect Michael Mills and Dave Clark to get a better understanding of the condition of the property and potential use it could have. The architect estimated that in addition to the purchase price it would cost roughly \$600,000 to rehab all 3 of the floors will likely need a sprinkler system to add apartments. Vice President, Al Tomson motioned that the Development Authority not purchase the Miners & Merchants Bank Building. Dennis Filler seconded the motion, and it passed unanimously.

Workforce Housing / Industrial Park Masterplan

The Workforce Housing Task Force met on May 3 at NYSF. The architects identified three potential sites for workforce housing on the industrial park property. The next meeting of the Workforce Housing Task Force Committee will take place on Friday, June 21 and include a site visit at 8:30 am followed by the regular meeting at 10 am.

Industrial Park Expansion

Executive Director Steve Leyh spoke to Libby Durr with First Energy and she confirmed that the real estate department received our letter. He has a conference call scheduled with First Energy for tomorrow (Friday) at 11 am.

ReConnect Broadband Program

The Tucker County Development Authority is working with other counties to apply for a grant to expand broadband coverage in our region through the Rural Development Broadband ReConnect Program. The grant is due by the end of May and we should know if we were awarded the grant by late Fall.

Shell Building Appraisal

The shell building appraisal has been completed by Hart Appraisals. The report was presented to the board. The building has a current market value of \$410,000. Executive Director Leyh will send the appraisal to Pro Poly of America. If they decide to buy the building, \$410,000 will be the set purchase price less any rent paid through May 31, 2023. After May 31, 2023 the Development Authority may choose to have the building reappraised and the new purchase price will be the difference in the value of the new appraisal to the original appraisal being evenly divided.



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Pro Poly of America Ribbon Cutting – May 24, 2019 at 1 PM

The Development Authority along with the Tucker County Chamber of Commerce will be hosting a ribbon cutting ceremony for Pro Poly of America on Friday, May 24 at 1 PM.

New Business

Opening of Sealed Bids for Surplus Property – Garage Doors

The garage doors were advertised in the Parsons Advocate, on the TCDA website, and on social media. Only one person submitted a bid for both garage doors. It was made by James Nelson for \$50 each. Matt Quattro motioned to accept the bid and the motion was seconded by Sandy Frank. It was passed unanimously.

2020 Budget

Executive Director Leyh presented a proposed budget for FY20 for the board to review. Steve went line by line through the budget and discussed each item with the board. Dennis Filler motioned to accept the budget for FY20. Cory Chase seconded the motion and the motion carried unanimously.

Protective Covenants & Restrictions Committee

Dennis Filler, Sandra Frank and JR Helmick volunteered to serve on the Industrial Park Protective Covenants & Restrictions Committee

Public Comment

There was no public comment.

Adjourn

The meeting was adjourned at 6:40 PM following a motion by Dennis Filler and a second from Cory Chase. The motion carried unanimously.

The next regular Tucker County Development Authority meeting will be held on June 20 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 Sandra Frank, Secretary.