



Minutes

Tucker County Development Authority

July 18, 2019 – 6:00 PM 494 Riverstone Road, Davis, WV 26260

Board Members Present:

Roscoe 'Ronnie' Beall - Treasurer Sandra Frank – Secretary, JR Helmick, Jon Bush – County Commissioner, Dennis Filler, Matt Quattro, Robby McClung, Kennetha Greenlief, Dan Dilly (arrived late), Bruce Kolsun (arrived late), Cory Chase (arrived late)

Board Members Not Present: Wayne Smith – President (excused), Al Tomson – Vice President (excused), Titus Helmick

Quorum present? Yes

Attendees:

Steve Leyh, Executive Director, Tucker County Development Authority

Ben Nelson - Guest

Call To Order

The meeting was called to order at 6:00 PM by Secretary Sandra Frank.

Minutes

Ronnie Beall motioned to approve the minutes from the June 20 meeting and the motion was seconded by Dennis Filler. The minutes of the previous meeting were approved unanimously.

6:03 PM Dan Dilly Arrived

Communications and Billing

There was no communications or billing

6:08 PM Bruce Kolsun Arrived

6:10 PM Cory Chase Arrived



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Treasurer's Report

The financial report was emailed to the board. Secretary Frank asked if there were any questions about the report. It was noted that the bank statement hadn't arrived yet and the month's report didn't reflect the most up-to-date information. The financial report will be placed on file for audit.

Executive Director's Report

Tucker County Leads in New Business Growth in West Virginia for June 2019

- Tucker County led the state in new business growth percentage (1.81%) for June 2019 according to West Virginia Secretary of State Mac Warner.

AML Grant Application

- Woodlands submitted the application for the Abandoned Mine Land Grant.
- Working collaboratively, we were able to secure letters of support from our federal and state elected officials as well as Commerce Secretary Gaunch and Mike Graney, Executive Director of the Development Office.
- In addition to the TAP Room project we included funds for a wastewater feasibility study into the grant request.

Corridor H Authority

- \$175.6 million contract was awarded to Kokosing Corporation for designing, grading and draining work on 4.13 miles from Kerens to Parsons.
- \$100 million in grant funding from the U.S. Department of Transportation's Nationally Significant Federal Lands and Tribal Projects Program was announced for the construction of an interchange for Corridor H and Route 72 at Parsons, along with a bridge crossing the Cheat River and an additional 4.6 miles of Corridor H heading toward Davis.
- With these announcements only 10 miles will remain to be built in Tucker County between Parsons and Davis.
- I've been elected Secretary of the Corridor H Authority.

Blueprint Communities Community Kick-off

- Parsons Blueprint Team is planning an ice cream social on July 19, 2019 from 5 - 6 PM in Mill Race Park in Parsons. This is part of our community outreach to help determine what type of community the citizens of Parsons want to see in the future.

Tucker County Day Date Set

- Tucker County Day will be held on Wednesday, February 5, 2020 at the Culture Center.



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Smart Growth America Cool & Connected Broadband Workshop

- Followed up with Smart Growth America regarding next steps for broadband.
- They have issued their final report.

Mon Forest Towns Initiative

- I continue to be involved in the Mon Forest Towns planning efforts about developing an economic development initiative around the National Forest and its recreational economy.

Hardwood Alliance Zone

- The Hardwood Alliance Zone is working with the Appalachian Hardwood Center at WVU to complete a strategic plan. HAZ is attending trade shows this summer and fall to market our hardwood industry.

New Business Recruitment

- I'm currently working with several individuals and businesses who are interested in locating or expanding their operations in Tucker County.

Chesapeake Basic Economic Development Course

- Next week, I will take part in the IEDC Basic Economic Development Course in Baltimore with economic development professions from around the country. This course will count for 7 professional development credits for the WV LED Grant.

Tucker County CVB

- The CVB is considering an extensive destination assessment and lodging study for Tucker County.

Old Business

Workforce Housing / Industrial Park Masterplan

The Workforce Housing Task Force Committee has been meeting regularly for the past 6 months. The committee is made up of community members who have been working in partnership with Woodlands Development Group, BCWorkshop and the WVU Land Use Law Clinic to develop workforce housing and a masterplan for the Tucker County Industrial Park. The committee is prepared to present their preliminary recommendations to the full Development Authority board at the August meeting.

Industrial Park Expansion



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Executive Director Leyh reached out to Western Pocahontas Properties to determine if they would be interested in selling the small parcel of land we need to make the trail connection to Davis. He hasn't received a response yet.

Tucker Accelerator Project (TAP)

Woodlands Development Group included the Tucker Accelerator Project in the Abandoned Mine Lands (AML) grant application. They specifically asked for funding to support construction costs for the downstairs commercial space of a new mixed-use building in Thomas. They are seeking other funding sources for the upper stories of the building would create 10 new apartments to house local employees.

Once funded, the Development Authority would own the space and provide business accelerator programming, business support services, and coworking space to an increasing number of remote workers. The winners of the grant will be announced this fall.

New Business

Fan Installation / Parking Lot Improvements at Pro Poly

Tim Dean from Pro Poly recently emailed a request regarding ventilation of the shell building in the industrial park. They are thinking about air ventilation in two different phases. The first phase – they wanted to try an industrial fan installed on the side of the building. It will be a typical fan with a louvered cover to the outside. They wanted to see if this fan will be acceptable to our team and avoid having to install the more expensive air exchange system. If the industrial fan would work, then they would not need the air exchanger. If the industrial fan does not adequately ventilate the building, then they would seek phase two and the more expensive air exchanger system.

Pro Poly asked if the Development Authority would allow them to install phase 1 – an industrial side vent with louvered exterior panel on the side of the building – probably on the east side of the building and probably in the rough dimensions of 36" square.

Dan Dilly motioned to approve allowing Pro Poly to install the vent in the shell building. Bruce Kolsun seconded the motion and it passed unanimously.



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Election of Officers (1-year terms)

The presiding chair Sandra Frank opened nominations for President, Vice President, Secretary and Treasurer.

Matt Quattro nominated the current slate of officers. Wayne Smith - President, Al Tomson - Vice President, Sandra Frank - Secretary and Roscoe 'Ronnie' Beall - Treasurer. Dan Dilly seconded Mr. Quattro nomination.

The chair asked if there were any other nominations. There were no additional nominations.

Bruce Kolsun moved to close nominations. Kennetha Greenlief seconded the motion to close and it passed unanimously.

The chair then called for a vote on the nominated slate of officers. All voted in favor of the nominees.

Election of Executive Committee (3 members in addition to officers)

The presiding chair Sandra Frank opened nominations for Executive Committee.

Dennis Filler nominated himself.
Bruce Kolsun nominated himself.
Cory Chase nominated himself.

Dan Dilly moved to close nominations of the Executive Committee. Dennis Filler seconded the motion to close nominations, and it passed unanimously.

Dan Dilly motioned to approve the slate of nominees for the Executive Committee. Kennetha Greenlief seconded the motion approve the slate and it passed unanimously.

Checking Account / Certificates of Deposit / Credit Card

Executive Director Leyh reported that our current checking account at Miners and Merchants Bank offers a rate of .20% (APY) annual percentage yield, generating approximately \$400.00 annually on approximately \$200,000. He also reported that the Development Authority has Certificates of Deposit at Citizens Bank of West Virginia, Mountain Valley Bank and Grant County Bank and that we need to update the signatories. Furthermore, the Development Authority has a credit card account at BB&T and when the Executive Director met with BB&T



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about increasing the credit card limit, the bank required the Development Authority open an account and deposit funds.

Dennis Filler made a motion that the signatories for the Certificates of Deposit at Citizens Bank, Mountain Valley Bank and Grant County Bank be the four officers for fiscal year 2020: Wayne Smith - President, Al Tomson - Vice President, Sandra Frank - Secretary and Roscoe 'Ronnie' Beall - Treasurer. Robby McClung seconded the motion and the motion passed unanimously.

Dennis Filler made a motion that the Tucker County Development Authority apply for a single \$5,000 limit Visa or Mastercard credit card from Chase Bank. Dan Dilly seconded the motion and it passed unanimously.

Dennis Filler made a motion to request in writing from the Tucker County Banks (Citizens Bank, Grant County Bank, Miners & Merchants Bank and Mountain Valley Bank) their rates and penalty for early withdrawal for a 12-month/ \$100,000 Certificate of Deposit. Dan Dilly seconded the motion and it passed unanimously.

Executive Director Vacation Request

The board advised that the Executive Director was free to use vacation time as he would like.

Public Comment

There was no public comment.

Adjourn

The meeting was adjourned at 7:25 PM following a motion by Ronnie Beall and a second from Cory Chase. The motion carried unanimously.

The next regular Tucker County Development Authority meeting will be held on August 15 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

Approved by the Tucker County Development Authority this ____ day of _____ 2019.