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## Minutes

### Tucker County Development Authority

June 18, 2020 – 6:00 PM

Due to COVID-19 health concerns the meeting was held by videoconference

#### **Board Members Present** (by teleconference):

Wayne Smith – President, Al Tomson – Vice President, Roscoe ‘Ronnie’ Beall – Treasurer, JR Helmick, Robert McClung, April Miller, Ben Nelson, Dennis Filler, JR Helmick, Dan Dilly

**Board Members Not Present:** Sandra Frank – Secretary (excused), Kennetha Greenlief, Bruce Kolsun, Cory Chase, Matt Quattro, Jon Bush – County Commissioner

**Quorum present?** Yes

#### **Attendees:**

Steve Leyh, Executive Director, Tucker County Development Authority

#### **Call To Order**

The meeting was called to order at 6:01 PM by President Smith.

#### **Minutes**

Robby McClung motioned to approve the minutes from the May meeting. The motion was seconded by Al Tomson. The minutes of the previous meeting were approved unanimously.

#### **Communications and Billing**

The Development Authority received a letter from the West Virginia Auditor’s requesting information about federal or state grants.

#### **Executive Director’s Report**

##### **Corridor H \$12 Million Grant Award**

- The U.S. Department of Transportation awarded \$12 million for paving Corridor H from Kerens to Parsons.
- The funding is from the Infrastructure for Rebuilding America Grant (INFRA).
- The INFRA Grant program received more than 172 applications totaling over \$7.2 billion in requests



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for a program funded at \$906 million.

### **AML Grant**

- Participated in a call with Friends of Blackwater regarding their award of the AML Grant.

### **CWVDA Meeting**

- Participated in a virtual meeting of the Central West Virginia Development Association regarding broadband.

### **COVID Resource Page Updates**

- Working on daily updates of the COVID-19 resources page on the Tucker County Development Authority's website.

### **Retention Calls**

- Continue to reach out to Tucker County businesses and help with coaching and counselling. We have been successful connecting them to various grant programs.

### **Support Our Shops Website**

- Adding and updating business information on the Support Our Shops website.

### **Business Survey**

- Collaborated with the Tucker County Chamber of Commerce to develop a business needs survey. 86% of businesses that responded have reopened. 40% of have reduced their staff, but now many are having trouble finding people to work.

### **Helping Businesses Find Employees**

- Promoting job opportunities on our social media channels.

### **EDI Austin Refunded**

- Deposited the refund check for the Economic Development Institute into the checking account.

### **Old Business**

#### **Tucker Accelerator Project (TAP) Room**

Steve reported that Woodlands is moving forward on the TAP Room Project. They are planning to apply for EDA and AML again. They are waiting for the architect to finish the final designs and engineering for the building before applying for the grant funds.

#### **Redevelopment of Board of Education Building**



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The Executive Director reported that at the last meeting West Virginia code only allows the Board of Education to transfer property to a political subdivision or a non-profit organization without an auction. Since the Tucker County Development Authority is neither, the Board of Education is prohibited from transferring the Board of Education building directly to the Development Authority. Steve reported that the project is still very much alive and both the BOE and Woodlands are continuing to discuss the redevelopment of the building. It looks like Woodlands is now considering taking ownership of the property, so the project can continue.

### **COVID-19 Economic Response**

Paycheck Protection Program was extended until the end of the year. As of June 16, both the EIDL loan and EIDL advance from the Small Business Administration have reopened. The Development Authority continues to aid business owners and provide technical assistance as needed. The Development Authority is keeping the Support Our Shops website up to date as well as the COVID-19 resource page on our website.

### **New Business**

#### **Wastewater Feasibility Study Contribution**

Dennis Filler explained that he received \$5,000 financial commitments from both the Town of Davis and the County Commission, and he was awaiting a letter from the City of Thomas.

Executive Director Leyh reported that Region VII is interested in getting the project moving. Region VII is encouraging the Development Authority to be the lead entity for the feasibility study to access EDA funding. The County Commission was interested in being the lead entity, but they have agreed to allow the Development Authority to take the lead and move forward with procurement right away.

The procurement process would consist of two legal advertisements in the newspaper and the Development Authority would form a small committee of four or five people to interview engineering firms and make a recommendation to the entire board of the Development Authority for approval. The reason is to have a better understanding of what the feasibility study will cost and then we can seek grant funding to help pay for it.

Vice President, Al Tomson motioned that the Development Authority become the lead entity for the wastewater feasibility study. Ben Nelson seconded the motion.

Dan Dilly asked if the Town of Davis was on board with the Development Authority being the lead on the feasibility study? Al Tomson stated that they were.



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The motion passed with Dennis Filler abstaining.

Ben Nelson made a motion that we commit \$5,000 towards the feasibility study and Robby McClung seconded the motion. The motion passed with Dennis Filler abstaining.

### **Letter to Senators - EDA Funding**

Ronnie Beall asked for board support before sending letters requesting additional funding for the CARES Act and making that funding available to Economic Development entities to Senators Capito and Manchin. Ronnie Beall motioned that we send the letters and JR Helmick seconded the motion. The motion passed unanimously.

### **Industrial Park Strategic Plan**

Steve explained a process to develop a strategic plan for the development of the industrial park. This will involve contacting regional real estate brokers to better understand industrial and commercial demand, comparing similar industrial parks, and evaluating the site against other sites, seeking community input and using the data to develop recommendations and next steps.

### **Public Comment**

No public comment.

### **Treasurer's Report**

The financial report was emailed to the board. Director Leyh asked if there were any questions about the report. There being none, the financial report will be placed on file for audit.

### **Adjourn**

The meeting was adjourned at 6:59 PM following a motion by Ronnie Beall and a second from Dennis Filler. The motion carried unanimously.

The next regular Tucker County Development Authority meeting will be held on Thursday, July 16, 2020 at 6 PM. It will be the annual meeting and election of officers.

Minutes respectfully submitted by:

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Steve Leyh, Executive Director