



---

## Minutes

### Tucker County Development Authority

May 21, 2020 – 6:00 PM

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

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

Al Tomson – Vice President, Roscoe ‘Ronnie’ Beall – Treasurer, Sandra Frank – Secretary, Robert McClung, Bruce Kolsun, Cory Chase, April Miller, Ben Nelson, Dennis Filler

**Board Members Not Present:** Wayne Smith – President (excused), Kennetha Greenlief, JR Helmick, Matt Quattro, Jon Bush – County Commissioner, Dan Dilly

**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 Executive Director, Steve Leyh

#### **Minutes**

Dennis Filler noted an error in the April meeting minutes. Under Industrial Park Wastewater Project, ‘separation order’ should say ‘stay-at-home order’. Al Tomson motioned to approve the minutes as corrected from the April 23, 2020 meeting. The motion was seconded by Robert McClung. The minutes of the previous meeting were approved unanimously.

#### **Communications and Billing**

A letter from the National Guard Bureau requesting written comments for a draft environmental assessment regarding the modification of the Evers Military Operations Area for the 113<sup>th</sup> Wing of the DC Air National Guard.

#### **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.



## **Tucker County Development Authority**

PO Box 176  
Thomas, WV 26292  
(304) 614-8839  
tuckercounty@gmail.com  
www.TuckerWV.com

### **Executive Director's Report**

#### **FCC's Rural Digital Opportunity Fund**

- Through a two-phase reverse auction mechanism, the FCC will direct up to \$20.4 billion over ten years to finance up to gigabit speed broadband networks in unserved rural areas, connecting millions more American homes and businesses to digital opportunity.
- The first phase of the Rural Digital Opportunity Fund will begin later this year and target census blocks that are wholly unserved with fixed broadband at speeds of at least 25/3 Mbps. This phase would make available up to \$16 billion to census blocks where existing data shows there is no such service available whatsoever.

#### **Attorney General Teleconference**

- Participated in a teleconference with Attorney General Morrisey regarding COVID-19.

#### **IEDC Webinars**

- Joined in the weekly IEDC Educational Webinars to become familiar with best economic development practices.

#### **COVID Resource Page Updates**

- Daily updating of the COVID-19 resources page on the Tucker County Development Authority's website.

#### **HAZ Meeting**

- Joined the monthly meeting of the Hardwood Alliance Zone and discussed the economic impact COVID-19 is having on the wood industry.

#### **Blueprint Program**

- Participated in the monthly Parsons Blueprint Team training.

#### **Retention Calls**

- Continue to reach out to Tucker County businesses to check on their operations, answer questions and connect them to resources.

#### **Rotary**

- Provided an update on the Support Our Shops website as a guest speaker of the Rotary Club.

#### **CVB**

- Attended the May meeting of the Tucker County CVB where we discussed the decline of tourism in



## Tucker County Development Authority

PO Box 176  
Thomas, WV 26292  
(304) 614-8839  
tuckercounty@gmail.com  
www.TuckerWV.com

the second quarter and what it could mean for summer.

### **DUNS Number / Registered on SAM.gov**

- Applied successfully and registered a DUNS number for the Tucker County Development Authority. I also registered our organization on SAM.gov. This is the first step to apply for Federal Grants.

### **Support Our Shops Website**

- Continue to add new businesses and update information on the Support Our Shops website. The site has received more than 3,000 pageviews since we launched it. I contributed \$50 of our advertising budget to boost posts on Facebook and Instagram in an effort to generate more traffic to the site.

### **Pro Poly Rent**

- Deposited the June rent check from Pro Poly into our checking account.

### **New Businesses**

- Tucker County new business growth between January 1 and April 30 has resulted in a net of 25 new businesses or 5.64% growth. 10 of those businesses started in March and April according to the Secretary of State.

### **Old Business**

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

Woodlands is continuing to work on the TAP Room project. The Mills Group is starting to work on the engineering that must be included in the EDA Grant. Woodlands is hoping to apply to EDA for funding this summer. Steve has communicated to Woodlands that the Development Authority is still interested in occupying the first floor.

#### **Industrial Park Wastewater Project**

Al Tomson explained that the Town of Davis met and is ready to proceed and go forward with the feasibility study for the wastewater project if it produces multiple options. Vice President Tomson also requested Region VII allow feedback on the RFP prior to it being sent out. The next step will be to contact the City of Thomas to determine if they have had a chance to meet formally as a Mayor and Council to approve being part of the study.

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

The unemployment rate in March jumped to 6.9% in Tucker County. This is higher than West Virginia average at 6.1%. The impact to the tourism and hospitality industry is especially challenging. Unemployment will likely continue to increase. Steve is working with numerous



## Tucker County Development Authority

PO Box 176  
Thomas, WV 26292  
(304) 614-8839  
tuckercounty@gmail.com  
www.TuckerWV.com

business owners since our last meeting and connecting them with resources and help them get through this difficult time.

### **FY21 Draft Budget**

The draft fiscal year 2021 budget was presented to the board. The budget is very conservative. Revenues are projected to increase in both rental income and interest income by \$14,000. The budget also shows an \$8,400 reduction in the amount needed to be transferred from reserves to operate – now \$28,749. The budget assumes the Development Authority will not host the pitch contest in FY21, resulting in a \$7,000 reduction in revenue from sponsorships as well as the same amount cut from the expenditure side, thus a wash. The new budget also includes the new salary from last year and that will increase expenditures by \$14,300. It also anticipates a \$4,000 decrease in the travel budget due to COVID-19. Overall, the FY21 budget expenditures are slightly less than FY20 budget.

Ronnie Beall motioned to approve the budget as presented and it was seconded by Robby McClung and passed unanimously.

### **New Business**

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

Executive Director Leyh explained that he has been working with Woodlands to look at the possibility of redeveloping the Board of Education building in Parsons. He and Dave Clark met with the Board of Education to present the concept of a mixed used building.

The initial idea was that ownership of the building would be transferred to the Development Authority, but after reviewing West Virginia code and getting legal opinion on Chapter 18-5-7, it was determined that the Development Authority is not a Political Subdivision therefore it is not an eligible entity.

The building could be transferred to a political subdivision such as the City of Parsons or the County Commission or according to West Virginia code 18-5-7b the building could be directly transferred to a non-profit organization such as Woodlands. It cannot be transferred directly to the Development Authority; it would need to be owned by a political subdivision first.

### **Public Comment**

There was no public comment.



**Tucker County Development Authority**

PO Box 176  
Thomas, WV 26292  
(304) 614-8839  
tuckercounty@gmail.com  
www.TuckerWV.com

**Adjourn**

The meeting was adjourned at 6:25 PM following a motion by Al Tomson and a second from Robby McClung. The motion carried unanimously.

The next regular Tucker County Development Authority meeting will be held on Thursday, June 18 at 6 PM.

Minutes respectfully submitted by:

---

Sandra Frank, Secretary

Approved by the Tucker County Development Authority this \_\_\_\_ day of \_\_\_\_\_ 2020.