



Tucker County Development Authority

PO Box 176

Thomas, WV 26292

(304) 614-8839

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www.TuckerWV.com

Minutes

Tucker County Development Authority

October 21, 2021 – 6:00 PM

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

Board Members Present:

Wayne Smith – President, Dan Dilly – Vice President, Roscoe ‘Ronnie’ Beall – Treasurer, Sandra Frank – Secretary, Commissioner - Mike Rosenau, JR Helmick, Dennis Filler, Robby McClung, Cory Chase

Board Members Absent: Jody Flanagan (excused) Steven Sponaugle (excused), April Miller, Ben Nelson, Bruce Kolsun

Quorum present? Yes

Guests:

Steve Leyh, Executive Director, Tucker County Development Authority
David Graham, Triad Engineering

Call To Order

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

Minutes

Dan Dilly motioned to approve the minutes from the September 16, 2021, regular meeting. The motion was seconded by Dennis Filler. The minutes of the previous meetings were approved unanimously.

Communications and Billing

No communication or billing to report.

Treasurer’s Report

The financials were sent to board members prior to the meeting. They will be filed for audit.

Executive Director’s Report

WV Economic Development Conference Annual Conference



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- Participated in the WVEDC Conference on September 20-22.

State Park Workforce Housing Meeting

- Attended a meeting at Blackwater Falls State Park to discuss workforce housing.

Camp Kidd Tour

- Joined in tour of Camp Kidd facilities.

Unemployment Rate

- Tucker County unemployment rate decreased to 4.7% in August. It was 5.3% in July.

Planning Commission Meeting

- Attended the monthly meeting of the Planning Commission to provide an update on the Wastewater Feasibility Study.

Updated Paperwork for Checking Account

- President Wayne Smith, Vice President Dan Dilly, Secretary Sandra Frank and Treasurer Ronnie Beall now have signing privileges for the main Miners & Merchants Checking Account.

2020-2021 Workers Compensation Audit

- Assisted a firm in completing Workers Compensation Audit. No additional contribution is due.

Scheduling FY21 Audit

- Working with BHM CPA Group to schedule out FY21 Audit.

Pro Poly of America

- Roof leak has been repaired and their new gas furnace has been installed.
- Met with Allen Cosner, Davis Volunteer Fire Chief about fire hydrant access.

Preparing Local Economic Development Grant

- Preparing documentation for the LED Grant submission.

Assisting Small Businesses

- Continue to be a resource and assist small businesses and entrepreneurs.

Old Business



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Wastewater Feasibility Study

Potesta met with representatives from Western Pocahontas Properties in early October to incorporate their development plans into the wastewater feasibility study. A draft copy should be ready by next week.

Executive Director Leyh has been communicating with the Mayors of Davis and Thomas. Mayor Tomson in Davis reported to Steve that smoke testing is complete. Engineers stated Davis is one of the worst municipalities they have seen regarding inflow and infiltration. Manhole evaluation is ongoing and flow testing still needs to be done. This should occur in the next 30 days. Mayor Flanagan in Thomas reported to Steve that CEC will be putting flow meters in tomorrow morning in manholes all over town. They have about 80 percent of the repairs completed on the sewer plant - blowers being rebuilt and new flow meters installed.

New Business

Industrial Park Deed Restriction

Stephoe & Johnson invoiced TCDA a flat \$1,500 for the initial title search work. However, the corrective issues of both our corporate reinstatement and the airport deed restriction releases will significantly increase the legal expenditures- but are critical to the future of the industrial park and the development authority. Executive Director Leyh reported that TCDA attorney Josh Jarrell has worked diligently preparing the deed release documentation and helped TCDA quickly secure the release from First Energy.

On September 20, the WV Aeronautics Commission held special meeting to consider the release, but the commission deferred acting upon the request pending a visit to the property. Three members of the Aeronautics Commission visited the property on October 6, but no further action has been taken.

Mr. Jarrell helped draft a letter to the WV Aeronautics Commission. It stated that TCDA is willing to work with the Aeronautics Commission to support aerospace development in Tucker County and we would also commit to prioritizing aerospace as a targeted industry. Furthermore, we would commit to assisting the Aeronautics Commission to identify a suitable location elsewhere in the county that could be used to construct a helipad, however other public resources or other private monies would be necessary for such an endeavor as TCDA does not having funding it could dedicate for this purpose. The letter requested the Aeronautics Commission convene a special meeting before October 29 to further consider our request for release and issue a formal decision. Executive Director Leyh said if they do not approve our request before the end of October the chances of getting on the agenda of the Board of Public Works for their approval is greatly diminished. He stated that as of today, the Aeronautics Commission has not



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acknowledged receipt of our letter, nor have they scheduled a meeting. Mr. Leyh said he is concerned if they do not act, this may not be resolved until next Spring or Summer at the earliest.

Commissioner Rosenau offered to help and would request a meeting with the Governor's office.

Industrial Park Trespassing

Executive Director Leyh reported an issue with trespassing on Tucker County Industrial Park property and vandalism to property owned by a public utility. Steve notified the Sheriff's office and they connected him with Sgt. Pyles of the West Virginia State Police. As a result of this incident, Canaan Valley Gas is requesting permission to install cameras on TCDA property.

Dennis Filler made a motion to allow Canaan Valley Gas to install cameras at the Tucker County Industrial Park. The motion was seconded by Robby McClung and passed unanimously.

Seeking IRS Determination Letter

The board discussed seeking an IRS Determination letter. Executive Director Leyh was asked to inquire what the cost would be and if it would be a flat fee.

Executive Director's Performance Review

The Executive Committee met with Executive Director before today's regular meeting. Board members expressed their satisfaction with the Executive Director's performance.

Public Comment

Dave Graham from Triad Engineering thanked everyone for allowing him to join the meeting.

Adjourn

The meeting was adjourned at 7:01 PM after a motion by Ronnie Beall, seconded by Dan Dilly.

The next regular meeting of the Tucker County Development Authority will be held on Thursday, November 18, 2021, at 6 PM.

Minutes respectfully submitted by:

Sandra Frank, Secretary