



Tucker County Development Authority

PO Box 176

Thomas, WV 26292

(304) 614-8839

tuckercounty@gmail.com

www.TuckerWV.com

Minutes

Tucker County Development Authority

September 15, 2022 – 6:00 PM

NYSC – 494 Riverstone Road, Davis, WV 26260

Board Members Present:

Dan Dilly – Vice President, Sandra Frank – Secretary, Roscoe ‘Ronnie’ Beall –Treasurer, Jody Flanagan, J.R. Helmick, Ben Nelson, Robby McClung, Lucinda Nestor

Board Members Absent: Wayne Smith – President (excused), Commissioner - Mike Rosenau (excused), Bruce Kolsun (excused), Dennis Filler (excused), Gary Roy (excused) Cory Chase (excused)

Quorum present? Yes

Guests:

Steve Leyh, Executive Director, Tucker County Development Authority

Call To Order

The meeting was called to order at 6:00 PM by Vice President, Dan Dilly.

Minutes

Ronnie Beall motioned to approve the minutes from the July 21, 2022, regular meeting. The motion was seconded by Robby McClung. The minutes of the previous meetings were approved unanimously.

Communications and Billing

Friends of Blackwater sent Development Authority board members a copy of the Blackwater Watershed – State of the River Report

Treasurer’s Report

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

Executive Director’s Report

Record Low Unemployment Rate



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- Tucker County unemployment rate was 3.9 in July up from 3.4% in May

Small Business Growth Accelerating

- Tucker County has added 60 business entities in 2022.
- Growth rate of 10.45% for the year.
- Tucker County ranked #4 in state since November 2017. Growth rate of 96.35%.

Tucker County Real Estate Market

- The median listing home price in Tucker County, WV was \$275K in August 2022, trending down - 11.3% year-over-year
- The median home sold price was \$300K in August 2022.

Pitch Contest Working Group

- Formed a working group to explore revitalizing the entrepreneurial pitch contest.
- Meeting on a regular basis to develop a work plan for a new event next Spring.

St. George Canaan Clinic Grand Opening

- Attended the grand opening of the new St. George Clinic in Canaan Valley

Wood Industry Business Retention Visits

- Kingsford Charcoal
- Hinchcliff Products
- G&S Millwork

Affordable Housing Webinar

- How to Use State and Local Fiscal Recovery Funds (SLFRF) for Affordable Housing Production and Preservation

Tucker County Chamber of Commerce

- Attended Chamber Corridor H Meeting
- Renewed TCDA Membership

Shell Building Roof Repair

- Facilitated the repair of the leaking roof

Highlands Creative Economy Tourism Summit

- Participated in the tourism summit at Canaan Valley State Park



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- Event was hosted by the Appalachian Forest National Heritage Area and Eastern WV Community & Technical College
- Featured presentations on tourism business development and entrepreneurship

West Virginia Economic Development Council Conference

- Participated in the West Virginia EDC Conference in Wheeling
- Attended the WVEDC Membership Meeting
- Met with state and federal partners
- Business retention & expansion training
- ZoomProspector training for commercial/industrial sites

Corridor H Parsons to Davis Informational Workshop

- Attended the workshop on September 12 at Blackwater Falls State Park

Local Economic Development Grant

- Preparing documentation for FY23 LED grant application
- Maximum grant is \$22,727 and deadline is December 31.

WV Brownfields & Main Street/On TRAC Training

- Participating virtually in the WV Brownfields Conference
- September 14 & 15

Assisting Small Businesses

- Continue to counsel and assist entrepreneurs
- Actively identifying ways to support their efforts and connect them to resources

Old Business

Industrial Park Protective Covenants & Restrictions

Our attorney Josh Jarrell and his colleague Carl Cather has been working on drafting the Protective Covenants & Restrictions for the Tucker County Industrial Park. The board reviewed and discussed the first draft.

The attorneys recommended applying the restrictions to 'Phase 1' of the property. Phase 1 would need to be determined by the board and then surveyed, but generally any property that is accessible from the industrial park access road that is most likely the first to develop would be included. They suggested restricting residential in the first section. By phasing the property, it would allow greater flexibility of uses in future phases.



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Davis / Thomas Wastewater Projects

Region VII Planning & Development Council is working with the County Commission to form the Public Service District. Shane Whitehair, Executive Director of Region VII attended the County Commission meeting yesterday and received approval and some preliminary funding to move forward with the formation of the PSD. The County Commission will be the lead agency until the new Public Service District is formally established by the West Virginia Public Service Commission. Once the PSD is formed, it will be able to access funding for a new centralized wastewater treatment facility.

The Town of Davis continues to work on replacing the town's sewer collection system. They are now in the engineering design phase for the collection system. The town's engineering firm, RK&K is currently in the process of determining the capacity for the industrial park sewer pump station and the force main back to the Town of Davis. RK&K should be presenting their findings to the Davis Mayor & Council within the next month. The current capacity of the pump and force main will affect what can be developed at the industrial park in the near-term.

New Business

Appointment of Audit Committee

In the past, Wayne Smith, Ronnie Beall, Robby McClung, Ben Nelson and Steve Leyh served on the committee. The law requires the committee be at least 3 people but not more than 5. Members are appointed for two years - which last occurred in 2020, so new appointments need to be made.

Sandra Frank motioned to appoint the previous slate to the audit committee and if Wayne Smith (who was absent from the meeting) declines, to then appoint Lucinda Nestor in his place. Jody Flanagan seconded the motion and it passed unanimously.

Steve Leyh reported that the Audit Committee will need to meet in a few weeks to review firm's proposals for the FY22 & FY23 audits.

FY23 Action Plan

The board reviewed the FY23 Action Plan. Robby McClung motioned to approve the plan as presented. The motion was seconded by Sandra Frank and passed unanimously.

Property Survey - Industrial Park

Executive Director Leyh explained if the board chooses to move forward with phasing the development of the industrial park, then a property survey should be completed. He suggested



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rather than only procuring the property survey, he suggested it could be incorporated into a broader Engineering RFQ for the industrial park property.

Request for Qualifications Engineering Consultant - Industrial Park

The board discussed next steps to prepare for development of the Tucker County Industrial Park.

Robby McClung motioned to collaborate with Region VII Planning & Development Council to develop a Request for Qualifications to procuring engineering services. The motion was seconded by Ben Nelson and was approved unanimously.

Scheduling October Executive Committee Meeting

The Executive Committee agreed to meet on October 20th at 5 PM for the Executive Director's Annual Performance Review.

Public Comment

J.R. Helmick suggested the Development Authority consider meeting in Parsons on occasion. The board agreed to try to hold the November meeting in Parsons. The location of the meeting will be determined.

Adjourn

The meeting was adjourned at 7:11 PM after a motion by Ronnie Beall seconded by Robby McClung.

The next meeting of the Tucker County Development Authority will be held on Thursday, October 20, 2022, at 6 PM at the National Youth Science Foundation Center in Davis.

Minutes respectfully submitted by:

Sandra Frank, Secretary