



Tucker County Development Authority

PO Box 176

Thomas, WV 26292

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www.TuckerWV.com

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## Minutes

### Tucker County Development Authority

May 17, 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, JR Helmick, Robby McClung, Cory Chase, Ben Nelson, Jody Flanagan, Gary Roy

**Board Members Absent:** Wayne Smith – President (excused), Commissioner - Mike Rosenau (excused), April Miller (excused), Steven Sponaugle (excused), Dennis Filler (excused), Bruce Kolsun, (excused)

**Quorum present?** Yes

#### Guests:

Steve Leyh, Executive Director, Tucker County Development Authority  
Dave Clark, Executive Director, Woodlands Development and Lending  
Emily Wilson-Hauger, Director of Partnerships & Programs, Woodlands Development and Lending

#### Call To Order

The meeting was called to order at 6:02 PM by Vice President, Dan Dilly. The board elected to allow the guests from Woodlands Development and Lending to present first.

#### New Business

##### Woodlands Development & Lending Update

Dave Clark, Executive Director and Emily Wilson-Hauger of Woodlands Development and Lending provided an update on their projects. They shared a Development Report. Their latest housing project is named Blackwater Apartments located in the Town of Davis. They were placed in service in April 2022 and features 8 two-bedroom units. They were built to target working households with incomes from 60-80% of the area median income. Tucker County Area Median Income (AMI) increased from \$58,500 in 2021 to \$64,200 in 2022.

The Woodlands Pipeline Report highlighted multiple projects in the planning phase including Main St. Apartments in Parsons. Emily Wilson-Hauger reported that Woodlands is working with



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The City of Parsons to address a dilapidated structure on Main Street in Parsons. The building will be demolished and rebuilt in a similar style. It will feature 8 housing units and 1 commercial space. It has a total estimated development cost of \$1.9 million.

Woodlands has a transfer agreement with the Board of Education and is also working to secure project financing to rehabilitate the former Parsons High School. Plans for redevelopment include 10 residential units on the second floor while the first floor will be renovated to provide updated space for non-profit community service providers, Board of Education offices, and entrepreneur incubator spaces. This project is a partnership between the Tucker County Board of Education, Family Resource Network, Tucker Community Foundation, City of Parsons and Woodlands. It has an estimated development cost of \$2.74 million.

On Spruce Street in Thomas, a deteriorating building known as the TAP Room was acquired with support from the Tucker County Development Authority and demolished in 2014. Mr. Clark reported that the TAP room project was recently awarded a Congressionally Directed Spending Request (earmark) for over \$600,000. Woodlands is seeking out funding for the housing portion of the project but emphasized that the project will still have some debt. The new 3-story building will have 10 units of workforce housing and a large commercial coworking / office space on the first floor. Mr. Clark noted that the project will require some debt. An AML application is also still pending for the project.

Alpine Heritage Foundation is working with Woodlands to develop a strategic and funding plan to rehab Cottrill's Opera House on Front Street in Thomas. The bricks on the façade of the of the Opera House have been repointed.

Mr. Clark stated that although this isn't included in the pipeline report, Woodlands is in the early stages of discussions with Cortland Acres and Western Pocahontas Properties about potential housing development located between the Thomas Trails and Cortland Acres. They are moving forward with some surveying and seeking estimated costs associated with infrastructure to determine if the project is even feasible.

The industrial park project is on the back burner for the time being until infrastructure issues can be resolved. The board thanked Dave and Emily for their presentation.

**Minutes**

Cory Chase motioned to approve the minutes from the March 17, 2022, regular meeting. The motion was seconded by Ronnie Beall. The minutes of the previous meetings were approved unanimously.



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### **Communications and Billing**

None.

### **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**

#### **West Virginia Community Development Hub Presentation**

- The WV Community Development Hub asked me to speak to representatives participating in the Hubcap Program and the Mon Forest Towns about my experience with similar regional collaborative efforts.

#### **Tucker County Building Commission Meeting**

- Met with the Tucker County Building Commission to provide an update on our work on the Industrial Park and aid their efforts.

#### **Woodlands Community Lenders Meeting**

- Met with staff from Woodlands Community Lenders to learn more about their lending programs.

#### **Small Business Growth Slowing**

- Tucker County has added 29 new business entities in 2022.
- Modest growth of 5.22% compared to previous months.

#### **Unemployment Rate Trending Back Down**

- Tucker County unemployment rate was 4.7% in March
- The unemployment rate decreasing from 5.2% in January and 5% in February

#### **Real Estate Market Still Trending Up**

- In April 2022, according to Realtor.com the median home sold price in Tucker County was \$469,000.

#### **Supplementary Appropriation**

- Officers met with County Commission in February to discuss Tucker County Development Authority progress and unexpected expenses associated with the title issues at the Tucker County Industrial Park.
- County Commission honored a \$35,000 funding request to help offset some of the expenses and continue to advance our progress.



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### **Industrial Park Internet Service**

- Exploring ways to provide fiber to the Tucker County Industrial Park.

### **Hardwood Alliance Zone**

- New HAZ video can be viewed online at <https://youtu.be/Rjd3LjcAx6c> and features two Tucker County businesses.
- Video mailer brochures are in production and are expected to be mailed in mailboxes early June.
- Hardwood Alliance Zone website update is also underway.

### **Exploring Entrepreneurial Pitch Competition**

- Assessing interest from community partners in revitalizing the pitch competition.
- If enough support is garnered, working group will be formed to meet and develop work plan for the event.

### **Business Retention & Expansion Software**

- Researching various software that would assist in business retention and expansion efforts.

### **Assisting Small Businesses**

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

### **Old Business**

#### **Wastewater Feasibility Study**

Executive Director Leyh reported that he continues to work with Shane Whitehair at Region VII Planning & Development Council to determine how to move forward and take advantage of possible funding opportunities for wastewater treatment. In the meantime, The Town of Davis has enlisted RK&K Civil Engineering to design their stormwater separation project. Design work should begin this summer and once funding can be secured the project can advance to the construction phase. The Davis stormwater separation project is a necessary first step in adding capacity to the Davis treatment system. The Town of Davis is also still working on the permit modification and should be able to provide a clearer timeline in the weeks ahead.

Thomas Mayor, Jody Flanagan reported that they have a good working relationship now with the WV DEP. The Tucker County Landfill has been trucking their leachate to Moorefield and Westernport, MD. Thomas was approached about taking leachate from the Tucker County Landfill and DEP approved. Thomas is now currently treating 4,000 gallons of landfill leachate a day at their wastewater plant. Thomas is actively testing and monitoring their plant.



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### **Industrial Park Deed Restriction**

Thank you letters were sent at the end of March from the Tucker County Development Authority to members of the Board of Public Works, Legislative Delegation, etc. On April 15 the executed release from Aeronautics Commission was filed with the Tucker County Clerk. The Tucker County Development Authority now has clear title to the property.

### **New Business**

#### **Industrial Park Protective Covenants & Restrictions**

The Industrial Park Covenants & Restrictions were developed by Potesta in 2004 and were based on other industrial parks. They have never been reviewed by legal counsel. The TCDA committee that has been working on updating the covenants but needs professional guidance. Josh Jarrell offered to do a cursory review our existing covenants pro bono. He said that he could provide a flat rate if the board wanted to get counsel involved. The board suggested waiting for Josh's review before deciding how to move forward.

#### **Certificate of Deposit**

The Certificate of Deposit is maturing on May 27. Executive Director Leyh checked with the four banks in Tucker County and Grant County Bank is offering the best rate for a CD - .30% for 6 month or .50% for a year. The board discussed the issue. JR Helmick asked if the principal would be affected if the entire CD was withdrawn early? Steve Leyh said he would check with the bank to determine their policy.

JR Helmick motioned that upon maturity of the existing CD on May 27, 2020, a new 6-month Certificate of Deposit for the Tucker County Development Authority be established in the amount of \$250,000 at Grant County Bank with the same authorized signers as the previous CD: President - Wayne Smith, Vice President - Dan Dilly, and Treasurer - Roscoe 'Ronnie Beall; and furthermore any extra funds from the maturing CD be deposited into the Tucker County Development Authority's main checking account at Miner's & Merchants Bank. Robby McClung seconded the motion.

#### **Letter of Support - Corridor H**

The West Virginia Division of Highways is seeking a Multimodal Projects Discretionary Grant (MPDG) from the U.S. Department of Transportation for the Corridor H (Parsons to Davis) Project. WV DOH has requested the Tucker County Development Authority send a letter of support. A draft letter was provided to the board for consideration. JR Helmick motioned to send the letter of support, seconded by Ronnie Beall. The motion carried.



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**Public Comment**

Ronnie Beall commented that Canaan Valley has a zoning ordinance and currently Bobby Snyder is serving as zoning inspector, but that county needs to consider taking responsibility for enforcement of the zoning ordinance.

Steve Leyh urged board members who have expiring terms at the end of June to reapply to the County Commission as soon as possible. He will follow up by email and send the form to each member whose term is expiring.

**Adjourn**

The meeting was adjourned at 7:33 PM after a motion by Ronnie Beall seconded by Cory Chase.

The next meeting of the Tucker County Development Authority will be held on Thursday, June 16, 2022, at 6 PM at the National Youth Science Foundation Center in Davis.

Minutes respectfully submitted by:

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Sandra Frank, Secretary