



Tucker County Development Authority

PO Box 176

Thomas, WV 26292

(304) 614-8839

tuckercounty@gmail.com

www.TuckerWV.com

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## Minutes

### Tucker County Development Authority

April 20, 2023 – 6:00 PM

NYSC - 494 Riverstone Road, Davis, WV 26260

#### Board Members Present:

Dan Dilly – President, J.R. Helmick - Vice President, Sandra Frank – Secretary, Roscoe 'Ronnie' Beall –Treasurer, Ben Nelson, Lucinda Nestor, Dennis Filler

**Board Members Absent:** Jody Flanagan, April Miller, Bruce Kolsun (excused), Robby McClung (excused), Mike Rosenau – Commissioner (excused)

**Quorum present?** Yes

#### Guests:

Steve Leyh, Executive Director, Tucker County Development Authority

Tim McLean, President, Tucker County Planning Commission

#### Call To Order

The meeting was called to order at 6:03 PM by President, Dan Dilly.

#### Minutes

Dennis Filler motioned to approve the minutes from the March 16 meeting as presented. The motion was seconded by JR Helmick. The minutes of the previous meetings were approved unanimously.

#### Communications and Billing

There was no communication or billing to report.

#### Treasurer's Report

The Treasurer's report was presented and discussed. The report was accepted as presented.

#### Executive Director's Report

#### Tucker County Real Estate Market

- The median listing home price in Tucker County, WV was \$336,650 in March 2023 trending down - 14.8% year-over-year



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- The median home sold price in March was \$180,000

### **Record Low Unemployment Rate**

- The unemployment rate in February was 3.3%

### **Work Session with County Commission**

- The TCDA officers met with the County Commission on April 12
- Updated the County Commission on our progress and discussed funding challenges

### **Showing Industrial Park Property**

- Met with prospects to show industrial park property

### **Hardwood Alliance Zone**

- Participated in the April meeting of the Hardwood Alliance Zone
- National Hardwood Lumber Association Conference set for October 4-6 in Louisville, KY.
- HAZ will be exhibiting at the NHLA conference to showcase the region and opportunities for the hardwood industry
- I will be attending the event and working the booth on behalf of HAZ

### **Broadband Listening Session**

- Participated in Region VII Broadband Listening Session at Canaan Resort
- Approximately 25 people attended and shared their concerns and issues

### **Corridor H Site Analysis Engineering Firm Selection**

- Region VII Planning & Development Council awarded funds to perform analysis of property along Corridor H that could be utilized for future commercial, industrial, and residential development
- Serving on committee to select engineering firm
- The project area includes Barbour, Grant, Hardy, Lewis, Randolph, Tucker, and Upshur counties and scheduled to be completed by the end of 2023

### **Assisting Small Businesses**

- Continue to counsel and assist entrepreneurs

### **Unfinished Business**

#### **Financing Industrial Park Development**

The board discussed utilizing a \$20,000 grant awarded to Woodlands Development Group for preliminary engineering costs at the industrial park, provided that a portion of the property be



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allocated for workforce housing. Earlier in the day, Commissioner Rosenau was informed of the grant and requested that in his absence the Executive Director convey his opposition to using the property for workforce housing. The Commissioner also communicated that other entities are already working towards this objective. After considering this information, Dennis Filler proposed the Development Authority forgo the \$20,000 Woodlands Development Group Grant and Ronnie Beall seconded the motion. The motion was carried 6-1 with Ben Nelson opposing.

### **Industrial Park Development - Engineering Firm Task List & Contract**

RK&K has completed the field work to locate the property boundary and the utilities at the Industrial Park. They are now working on a map of the Industrial Park property and intend to have it ready in the next few weeks. The wetland delineation is still scheduled for summer. RK&K have reviewed the covenants and raised a few questions that required board input. The board reviewed the covenants and answered questions raised by RK&K.

Dennis Filler made a motion to accept the amendments to the covenants. Ronnie Beall seconded the motion and it passed unanimously.

Two invoices were presented to be paid: \$1,710 for a portion of the covenants review and \$3,420 for a portion of the survey & mapping. The board discussed whether to pay for this using the loan proceeds from Grant County Bank checking account or from Miners & Merchants checking account. Dennis Filler motioned to pay both invoices from the Miners & Merchants checking account. Ben Nelson seconded, and the motion was carried unanimously.

The board discussed developing an additional multi-tenant flexible building at the industrial park.

### **FY24 Draft Budget**

The FY24 draft budget was reviewed. Ben Nelson motioned to approve the budget. Dennis Filler seconded the motion and it was approved unanimously.

### **Accounting Services Contract**

The board discussed whether to terminate the engagement with Vandevander & Nypl, CPAs, AC or put them on written notice following a payroll processing issue. JR Helmick motioned to send a letter to the firm stating the CPA breached their obligations under the engagement, and in the event it happens again the Authority will consider terminating the engagement. Ronnie Beall seconded the motion, and it was carried unanimously.

### **Checking Account**

The Executive Director reported that the Sewer Study Checking account at Miner's & Merchants



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Bank was closed today. Following the decision regarding the accounting firm, we will proceed to order checks for the new Grant County Bank checking account. Going forward, the Grant County Bank checking account will be used for payroll and other purposes. Once all the checks have been processed, the Miners & Merchants Bank account will be closed.

### **Development of New Public Service District**

On April 4, 2023 the West Virginia Public Service Commission approved the Tucker County Commission's petition for the creation of the new Blackwater Public Service District (PSD). The new Blackwater PSD will acquire sanitary sewer systems of the Town of Davis and the City of Thomas. Blackwater PSD would continue to serve the existing customers of Davis and Thomas, as well as expand service to other unserved areas of Tucker County. A consolidated sewer utility will provide significant long-term benefits to the citizens of Tucker County.

### **Strategic Planning Sessions**

The second strategic planning session was rescheduled from Thursday May 11 to Thursday, May 4 at 6 PM. The session will take place at the Five Rivers Library in Parsons.

### **New Business**

#### **TAP Room Project**

Woodlands Development Group secured the final piece of grant funding for the TAP Room project on Spruce Street in Thomas. The 3-story mixed-use project will result in 10 new units of long-term affordable workforce housing, along with a large coworking space in historic downtown Thomas. The first floor of the Tap Room will be leased to the TCDA to provide regional entrepreneurs a place to gather, to network, and to gain access to specialized knowledge and critical support services.

#### **Executive Session: Industrial Park Lot Sale or Lease Discussion**

Dennis Filler motioned to go into Executive Session at 7:19 PM to discuss the sale or lease of property. JR Helmick seconded the motion and the motion passed unanimously. At 7:43 PM Dennis Filler motioned to exit Executive Session, JR Helmick seconded the motion and the motion passed unanimously. No decisions were made.

#### **PEIA Health Insurance**

The topic of rising PEIA health insurance premiums were discussed. Executive Director Leyh shared that he intends to add his son to the policy starting from May 1 and offered to contribute any additional costs. The County Commission has expressed their willingness to offset the cost increase if the Tucker County Development Authority would adopt a contribution formula consistent with county. Lucinda Nestor motioned to adopt a 90-10 split of the premium



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which is in line with the county. Ben Nelson supported the motion, which was approved unanimously.

**June Meeting**

The Executive Director made a request for the cancellation of the June meeting due to his planned vacation time. Dennis Filler made a motion to cancel the June meeting, seconded by JR Helmick and approved unanimously.

**Public Comment**

Tim McLean, the President of the Tucker County Planning Commission, introduced himself to the board members. He provided an overview of some of the projects that the Planning Commission has been working on, which includes a Subdivision Ordinance and the Comprehensive Plan.

**Adjourn**

The meeting was adjourned at 7:44 PM after a motion by Ben Nelson seconded by Sandra Frank.

The next meeting of the Tucker County Development Authority will be a strategic planning session held on May 4, 2023. The next regular meeting will be held on May 18, 2023.

Minutes respectfully submitted by:

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Sandra Frank, Secretary