



Tucker County Development Authority

PO Box 176

Thomas, WV 26292

(304) 614-8839

tuckercounty@gmail.com

www.TuckerWV.com

Minutes

Tucker County Development Authority

November 16, 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, Lucinda Nestor, Dennis Filler, Ben Nelson

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

Quorum present? Yes

Guests:

Steve Leyh, Executive Director, Tucker County Development Authority

Lydia Crawley, Parsons Advocate

Fred Davis, Tucker County Commission (arrived at 6:30 PM)

Call To Order

The meeting was called to order at 6:07 PM by President, Dan Dilly.

Minutes

Dennis Filler motioned to approve the minutes from the October 19 meeting as presented. The motion was seconded by JR Helmick. The minutes of the previous meetings were approved unanimously.

Communications and Billing

A resignation letter from Robby McClung, Town of Davis representative was presented to the board. Dennis Filler moved to accept the resignation with regret. JR Helmick seconded the motion, and the motion carried.

Treasurer's Report

The Treasurer's report was presented and discussed. The report will be filed for audit.

Executive Director's Report



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Tucker County Real Estate Market

- According to Realtor.com the median listing home price in Tucker County, WV was \$372,000 in October 2023 trending up 36.8% year-over-year
- The median home sold price in October was \$190,000

Record Low Unemployment Rate

- The unemployment rate was 3.2% in September, a slight decrease from August

Requested Budget Appropriation

- Submitted budget appropriation request to Tucker County Commission for FY24

FY23 Audit

- Working to facilitate the completion of the FY23 audit

Appointment to the Region VII Planning & Development Council Board of Directors

- Tucker County Commission has appointed me to serve on the Region VII PDC board of directors

Local Economic Development Grant

- The LED matching grant from the state will be increased this year from \$22,727 to \$31,818
- Preparing the grant application and supporting paperwork

Southern Economic Development Council

- Participated in the SEDC Board retreat in Chattanooga, Tennessee
- Key takeaways:
- Population trends are creating workforce issues and will be a throttle on economic growth
- Cost of living, housing availability, housing costs, and safety/crime rates are key factors in attracting talent to locations
- Wood products (24.6%) has led growth of manufacturing jobs between 2013-2023 followed closely by Food & Beverage (24.2%) and Plastics (17.1%)
- Industrial real estate has 3.3% vacancy rate at end of 2022, growth is moderated by higher construction costs (labor, materials, land & interest rates)

Hardwood Alliance Zone

- Next Move Group has completed the draft of the HAZ Strategic Plan
- HAZ will meet to discuss next steps on December 8

Tucker County Day at the Legislature

- Set for Thursday, February 8, 2024



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- Working on setting up meetings and the resolution

Site Ready Program

- The YesWV Ready Sites program, a collaboration between the West Virginia Department of Economic Development and InSite Consulting, is set to launch with the aim of identifying, evaluating, and enhancing the preparedness of industrial sites across the state.
- Within Tucker County, the Tucker County Development Authority has the opportunity to submit up to two eligible sites for consideration in the program. These sites must encompass a minimum of 10 contiguous acres and be designated for industrial/manufacturing purposes.
- The program places a strong emphasis on evaluating the current state of industrial parks or sites in terms of readiness. InSite Consulting will conduct a thorough analysis of each site, offering valuable feedback that highlights any areas requiring improvement.
- The Tucker County Development Authority intends to submit the Tucker County Industrial Park for consideration in the program. Additionally, we seek approval to include the City of Parsons Industrial Park in our submission, pending its compliance with the program's criteria (10+ contiguous acres for industrial / manufacturing development).
- There is no fee associated with submitting a site to this program. In fact, this program will add tremendous value to your property by identifying gaps.

Canaan Valley Public Service District New Water Plant

- The Canaan Valley PSD in Tucker County has secured \$8 million from US EPA, supported by a \$2 million non-federal match from the Governor's Office.
- This funding will be utilized for water system improvements including the construction of a new water treatment plant to meet potable water needs and support future demands.
- The construction of a new water treatment plant will benefit various communities, including Timberline Four Seasons Resort, Beaver Ridge Resort, Northpoint Homeowners Association, North Lake Homeowners Association, and Black Bear Woods Resort.

Assisting Small Businesses

- Continue to counsel and assist entrepreneurs

Unfinished Business

Industrial Park Development Engineering Firm Task List

Executive Director Leyh provided a summary of the outstanding balance owed to RK&K, which includes \$2,736 for survey and mapping, \$1,560 for the wetland delineation, and \$190 for the convenience review, totaling \$4,486. Additionally, there are pending tasks such as the Army



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Corps of Engineers Jurisdictional Determination, endangered species assessment, and State Historic Preservation Office (SHPO) letters. Progress on these tasks is currently on hold, awaiting a decision on the wetland delineation.

Wetland Delineation

RK&K has contacted another firm, All Star Ecology based in Fairmont, which has quoted the cost for a second opinion at \$5,000. This poses an additional expense for the Development Authority, and the outcome remains uncertain. Executive Director Leyh also reached out to Green Rivers, another firm, but was unable to obtain a quote for a second opinion before the meeting.

Dennis Filler made a motion to table any decision to the next meeting pending feedback from Green Rivers. Ben Nelson seconded the motion and the motion carried.

Industrial Park Protective Covenants & Restrictions

Deferred to an upcoming meeting awaiting resolution on the wetland delineation.

Industrial Park Signage

While obtaining quotes for signage, Executive Director Leyh updated the board on an inquiry about allowing billboards on the property. Having previously discussed the prohibition of billboards on the property, the board reiterated their stance, expressing a lack of interest unless it proved financially viable.

Industrial Park Improvements

Executive Director Leyh reported that County Commissioner Mike Rosenau is scheduling a meeting with West Virginia Division of Highways to discuss the industrial park access road.

New Business

Local Economic Development Grant

Executive Director Leyh reported having finalized most of the paperwork for the LED grant. The County Commission has approved the resolution, and it is forthcoming. The LED grant application will be made in the next two weeks.

FY23 Audit

The deadline for the FY23 audit is November 30, 2023. The accountant is expected to send the financials to the auditor. This is the second year of a two-year contract with the auditing firm AAL, CPAs. Due to the tight timeline, there is a high probability that the audit will face delays again this year.



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Accounting Services

The board deliberated on the existing accounting services contract, scheduled to conclude in December. Dennis Filler proposed a motion to extend the contract by six months until June 30, 2024, and to initiate a Request for Proposals (RFP) for accounting services, starting on July 1, 2024. The motion was seconded by Ben Nelson and carried.

December Meeting Date

Given potential concerns about achieving a quorum so close to the holidays, the board discussed the necessity of the December 21 meeting. Dennis Filler motioned to skip the December meeting and reconvene in January unless unforeseen circumstances necessitate our gathering. Ronnie Beall seconded the motion and it passed unanimously.

Public Comment

Executive Director Leyh asked for a letter of endorsement to apply for a WVEDC scholarship. Dennis Filler moved to approve sending the letter, seconded by Ben Nelson and unanimously approved.

Dan Dilly communicated that another PEIA health insurance increase is forthcoming.

County Commissioner, Fred Davis addressed the upcoming closure of the Parsons Walgreens and expressed gratitude to the Development Authority for their dedicated efforts in attempting to retain the store.

Adjourn

The meeting was adjourned at 6:57 PM after a motion by Ronnie Beall.

The next regular meeting of the Tucker County Development Authority will be held on January 18, 2024.

Minutes respectfully submitted by:

Sandra Frank, Secretary