



Tucker County Development Authority

PO Box 176

Thomas, WV 26292

(304) 614-8839

tuckercounty@gmail.com

www.TuckerWV.com

Minutes

Tucker County Development Authority

January 18, 2024 – 6:00 PM

NYSC - 494 Riverstone Road, Davis, WV 26260

Board Members Present:

Dan Dilly – President, J.R. Helmick - Vice President, Roscoe ‘Ronnie’ Beall – Treasurer (via telephone), Lucinda Nestor, Dennis Filler, Ben Nelson, Bruce Kolsun (via telephone), Jody Flanagan, Mike Rosenau – Commissioner

Board Members Absent: Sandra Frank – Secretary (excused), April Miller (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 President Dan Dilly.

Minutes

Dennis Filler motioned to approve the minutes from the November 16 meeting as presented. The motion was seconded by Bruce Kolsun. The minutes of the previous meeting were approved unanimously.

Communications and Billing

There was no communication and billing business.

Treasurer’s Report

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

Executive Director’s Report

Tucker County Real Estate Market

- According to Realtor.com the median listing home price in Tucker County, WV was \$474,450 in December 2023.
- The median home sold price in December was \$227,000.



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Record Low Unemployment Rate

- The unemployment rate was 3.1% in November, which is a record low.

Renewed Federal SAM Number

- Renewed System for Award Management (SAM) Number
- New expiration date is November 30, 2024

Updated Information in WV Oasis System

- Updated Checking Account from Miners & Merchants to Grant County Bank

Filed Annual Report

- Filed a Public Corporation Annual Report with the West Virginia Secretary of State

FY23 Audit

- FY23 audit required an extension, which was granted
- Worked with auditor and bookkeeper to facilitate the audit

U.S. Commercial Service - Appalachian Rural Export Center

- Working to facilitate meetings with a representative from the Appalachian Rural Export Center and businesses who could benefit

Corridor H Site Study

- Study is funded by U.S. Economic Development Administration and Appalachian Regional Commission
- Purpose is to identify developable sites for commercial, industrial, and residential uses along the highway in Lewis, Upshur, Barbour, Tucker, Grant & Hardy Counties
- Interviewed with the consultants to provide background on opportunities and challenges in Tucker County

WV Central Development Association

- Tucker joined association to apply for USDA Reconnect Grant, but it was not awarded
- Original multi-county wireless broadband grant is in the process of being closed out
- Association members voted to keep organization active for another year if the need arises to apply for another regional broadband grant



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Southern Economic Development Council

- Participated in my first SEDC Board Meeting in January as the West Virginia Alternate
- SEDC is planning their annual 'Meet the Consultants' - a site selection summit April 30-May 1 near Atlanta, Georgia
- SEDC's annual conference will take place July 28 – July 30 in Savannah, Georgia

Hardwood Alliance Zone

- Continue to refine the HAZ Strategic Plan
- Met with representatives from the National Hardwood Lumber Association to discuss workforce training opportunities for the wood industry

West Virginia Economic Development Council

- Participated in the monthly board meetings as the Region 7 representative
- Continue to look at ways to increase the LED Grant funding from the state
- Hosting the annual Legislative Conference in Charleston on January 23 & 24

Tucker County Day at the Legislature

- Set for Thursday, February 8, 2024

Participated in a USDA Rural Business Development Grant Webinar

- Applications are due February 28

Showing Industrial Park

- Continue to show the property to prospects

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 convenance review, totaling \$4,486. Additionally, there are pending tasks such as the Army Corps of Engineers Jurisdictional Determination, endangered species assessment, and State Historic Preservation Office (SHPO) letters. Progress on these tasks is currently on hold,



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awaiting a decision on the wetland delineation.

Wetland Delineation

RK&K has received a quote of \$5,000 from Allstar Ecology which is a WV Environmental Firm to get a second opinion. They would assess the delineation performed by Downstream Strategies by looking at the boundaries to confirm or deny what Downstream Strategies identified and would note areas of concern where the mapped wetlands could be different.

In addition, the board received a different proposal from Green Rivers which is a Tucker County firm. Green Rivers' proposal would be to conduct a new wetland delineation for the entire property. However, if the board wanted to have specific areas spot checked, they could provide that service as well at an hourly rate. The board discussed each of the options in depth.

Ronnie Beall motioned to accept the original wetland delineation report from Downstream Strategies and requested that RK&K submit the report to the Army Corps of Engineers for final approval. Dennis Filler seconded the motion and the motion carried unanimously.

Industrial Park Protective Covenants & Restrictions

This agenda item was deferred to an upcoming meeting pending resolution on the wetland delineation.

Industrial Park Signage

Executive Director Leyh reported that he is continuing to seek out quotes for signage and will present them at a future meeting.

Local Economic Development Grant

The Development Authority received notification earlier this month that our Local Economic Development Grant application was approved. The grant amount will be \$31,818 this year. The funds will be dispersed through WV Oasis in the next few weeks.

FY23 Audit

After filing an extension, the FY23 audit is complete and is pending submission to the state.

Accounting Services

A new RFP for accounting services was presented to the board for review. The RFP will be issued immediately, and proposals will be accepted until May 15, 2024. Dennis Filler motioned to approve the RFP, seconded by Commissioner Mike Rosenau. The motioned carried.



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New Business

Tucker County Day at the Legislature

Tucker County Day at the Legislature is set for Thursday, February 8, 2024 in Charleston. The Development Authority is partnering with the Tucker County Chamber of Commerce to organize the event. The schedule includes observing the floor session, followed by lunch with the legislative delegation in the Governor's Conference Room, then meetings with the Commerce Secretary as well as leadership from Department of Natural Resources, State Parks, and Tourism. The event is free of charge, but a headcount for lunch is necessary. If you are interested in attending, please call or email Jessica Waldo at the CVB/Chamber of Commerce.

YESWV Ready Sites Program

Executive Director Leyh reported that he worked with the City of Parsons and submitted both the Parsons Industrial Park and the Tucker County Industrial Park to the Ready Sites program.

Unclaimed Property Resolution

A resolution authorizing the Executive Director to make a claim on behalf of the Tucker County Development Authority for abandoned property was presented. Dennis Filler motioned to approve the resolution, seconded by Commissioner Mike Rosenau. The resolution was adopted and signed by President Dan Dilly.

Transfer of Reserve Funds

The board discussed operating funds for the next six months of the fiscal year and the capital requirements for fiscal year 2025. The board agreed that withdrawing \$50,000 from reserve funds will be necessary in the future and will voted on at the next meeting.

Certificate of Deposit Renewal

The 12-month CD at Grant County Bank will be up for renewal on February 23, 2024. The current CD is at 4% interest. The loan balance held against the CD as of January 17, 2024 is \$34,116.60. The CD balance is approximately \$219,471 after the approximately \$40,000 hold for the loan. The board requested the Executive Director contact each of the banks in Tucker County to get quotes for a new CD and present them at the February meeting.

Executive Session: Executive Director Holiday Bonus

Executive Session: Industrial Park Sale or Lease Parameters

The board entered Executive Session at 6:55 PM upon a motion of Dennis Filler, seconded by Mike Rosenau to discuss personnel matters and to consider matters involving the sale or lease of real property. Executive Director Leyh was asked to step out of the room, and he obliged. He



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was called back into the meeting at 7:00 PM. At 7:14 PM the board exited Executive Session upon a motion by Dennis Filler, seconded by Ben Nelson.

Dennis Filler motioned to award a bonus to Executive Director Leyh in the amount of \$1,000 after taxes. The motion was seconded by Commissioner Mike Rosenau and passed unanimously.

No further action was taken.

Public Comment

There was no public comment.

Adjourn

The meeting was adjourned at 7:15 PM after a motion by Ronnie Beall.

The next regular meeting of the Tucker County Development Authority will be held on February 15, 2024.

Minutes respectfully submitted by:

Steven Leyh, Executive Director