

**Morgan County Economic Development Authority
Board of Directors Meeting
August 31, 2021
Morgan County Courthouse**

MINUTES

Members Present: Stefanie Allemong, Ed Asher, Terri Beard, Sean Forney, Mark Harrell, Larry Omps, Ryan Rebant, Brandy Steele, Kristen Tuttle, and Susan Webster

Members Absent: Kris Domich, Mark Garfinkel, Charles Kapp, and George McVey

Also Present: Lyn Goodwin, EDA executive director

1. Call-to-Order

Larry Omps called the meeting to order at 4:05 p.m. Quorum present.

2. Minutes

Sean Forney made a motion to approve the minutes of the July 27, 2021 meeting. The motion was seconded by Terri Beard, and the motion was approved.

3. Treasurer's Report

Susan Webster made a motion to approve the Treasurer's Report and expenditures for August 27, 2021. The motion was seconded by Sean Forney, and the motion was approved.

4. EDA Projects/Business

a. Improvements to Morgan County Industrial Park & Paw Paw Industrial Park – Forester Herb Peddicord is preparing prospectus and proceeding with obtaining three quotes for harvesting timber at the Morgan County Industrial Park and the Paw Paw Industrial Park. Quotes will be presented to the EDA for review and approval at a future meeting.

b. Consideration of Buy-Back of Lot 5 & Lot 7 Morgan County Industrial Park –
Lot 7 – Mike McKechnie, owner of Mountain View Solar and Lot 7, provided the EDA with the right of first refusal to purchase Lot 7. He has received an Offer to Purchase Lot 7 from Morgan County Wireless, LLC, for the price of \$23,500. Sean Forney made a motion that a statement be added to the purchase agreement between Mountain View Solar and Morgan Wireless, LLC, reflecting that the Covenants and Restrictions of the Morgan County 522 Industrial Park would apply to the property, and that the EDA waived its rights of right refusal to purchase Lot 7 from Mountain View Solar. The motion was seconded by Susan Webster and approved.

Lot 5 – Lyn Goodwin reported that she talked with Lucas Andrews, owner of Lot 5. Mr. Andrews indicated that due to increased construction costs as a result of COVID, he is unable to build on the lot at this time. Mr. Andrews will be asked to put his request for a time extension in writing as well as a price that we would be willing to sell the property for to re-coop his expenses.

c. Approval of MOU for EDA Marketing of Property – A statement reflecting that the Park's Covenants and Restrictions would apply to the property has been added to the Memorandum of Understanding (MOU). The property owners have agreed to this addition. Susan Webster made a motion to approve the MOU between the MCEDA and Linda McGraw and Patrick Largent regarding cooperative efforts to market property for

economic development purposes in Morgan County. The motion was seconded by Sean Forney and approved.

- d. Approval of EDA Audit for Fiscal Year Ended June 30, 2020 – Auditors with Ferrari & Associates reviewed the financial records on the MCEDA on August 5 and have completed the EDA audit for Fiscal Year 2020. Everything is in good order, except for the one, ongoing deficiency regarding segregation of duties. Terri Beard made a motion to approve the EDA Financial Statements and Independent Auditor’s Report for Fiscal Year Ended June 30, 2020. The motion was seconded by Susan Webster and approved.
- e. Approval of Signatures for EDA Checking Account/Disbursements of EDA Funds – The EDA treasurer transition from George McVey to Stefanie Allemong is underway. New signature cards for the EDA checking account need to be completed. According to EDA By-Laws, the treasurer shall sign all disbursements, along with one other officer. Sean Forney made a motion to require two signatures for all EDA disbursements, and to have the EDA treasurer, secretary, and executive director as approved signatures for EDA disbursements/on checking account. The motion was seconded by Terri Beard and approved.
- f. Approval of Berkeley Springs Rotary Club Membership for EDA Director – Lyn Goodwin has been invited to join the Berkeley Springs Rotary Club. Susan Webster made a motion for the EDA to pay for the executive director’s rotary membership. The motion was seconded by Sean Forney and approved.

5. Director’s Report

Lyn Goodwin reported her Director’s Report was included in the meeting packet. She noted the following items from the report:

- Renovations continue on new EDA office space. Due to delays in obtaining some materials, renovations are now expected to be completed in late October/first of November.
- Lotus Recovery Centers hosted a Grand Opening Ceremony for its facility in Comfort, W.Va., on August 12. Event was well attended and nicely done. Company hired 50 employees for its facility in Boone County, and 93 percent of them are Boone County residents.
- Working with Region 9, drone videos will be made of EDA properties for marketing purposes at no cost to the EDA.
- Business Retention Visits were conducted with Brawner Group K9 Services, Mountaineer Materials Handling, STS International, Berkeley Club Beverages, and Mountain View Solar.
- Upcoming events include the West Virginia Broadband Investment Plan Webinar on September 8 and North Berkeley Rail Trail Remediation Celebration on September 10.

6. Announcements/Public Comment

- Members briefly discussed the status of local and state decisions regarding mask mandates.
- Due to a misunderstanding between Lotus Recovery Centers and its contractor, Berkeley Springs Skatepark equipment at former Bath High School property was dismantled and discarded before new location was found for the skatepark. Lotus officials have apologized and want to work with the county to replace the equipment.
- Working with new owner of Berkeley Springs Bowling to try to resolve issues regarding obtaining a septic permit.
- Due to impending inclement weather as a result of Hurricane Ida, U.S. Silica is providing sand bags for the community on a first-come, first-served basis while supplies last.

7. Adjournment

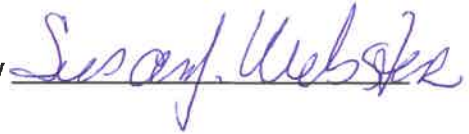
With no further business to discuss, Larry Omps adjourned the meeting at 5:35 p.m.

Attest:

President

A handwritten signature in blue ink, appearing to be "L. Omps", written over a horizontal line.

Secretary

A handwritten signature in blue ink, appearing to be "Susan Webster", written over a horizontal line.