

**Morgan County Economic Development Authority
Board of Directors Meeting
January 25, 2022
Morgan County Courthouse**

MINUTES

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

1. Call-to-Order

Larry Omps called the meeting to order at 4:02 p.m. Quorum present.

2. Minutes

Ed Asher made a motion to approve the minutes of the November 20, 2021 meeting. The motion was seconded by Brandy Steele, and the motion was approved.

3. Treasurer's Report

Ed Asher a motion to approve the Treasurer's Report and expenditures for November 30, 2021, and December 31, 2021. The motion was seconded by Brandy Steele, and the motion was approved.

4. EDA Projects/Business

- a. Update on Proposal for Lot 8 and Lot 9 in 522 Business Park – Lyn Goodwin reported the prospect is working on obtaining financing for the project. Prospect plans to present an updated business plan and written offer to purchase Lot 8 and Lot 9 in the 522 Business Park at the February EDA meeting.
- b. Prospects Update – Stefanie Allemong made a motion to enter executive session at 4:12 p.m. to discuss business prospects, pursuant to W.Va. Code § 6-9A-4. The motion was seconded by Sean Forney, and the motion was approved. The EDA returned to regular session at 4:25 p.m., and no action was taken.

Sean Forney reported the Preliminary Engineering Report (PERS) for the U.S. 522 water and sewer extension project estimates the water extension at \$2.1 million and sewer extension at \$2.3 million. Morgan County Commission plans to apply for U.S. EDA grant, which would have an 80 federal/20 local match. Deadline for application is March 31.

Lyn Goodwin reported the U.S. EDA grant application to construct the additional mountain bike trails at Cacapon State Park is being submitted this week.

- c. FY 2022-2023 EDA Budget Request – Members reviewed FY 2021-2022 EDA Budget. Currently, EDA received \$30,000 from the Morgan County Commission, and the County Commission also provides office space and all utilities, except for telephone and Internet service. Sean Forney made a motion to request the same budget amount as FY 2021-2022. The motion was seconded by Susan Webster, and the motion was approved. The executive director was authorized to use funds allocated, but not used in the current budget, for a part-time

administrative assistant toward furniture purchases for the renovated EDA office space and for marketing.

- d. Site Readiness Discussion – Lyn Goodwin noted a copy of House Bill 4002, Certified Sites and Development Readiness Program and Fund, was included in the meeting packet. Through the proposed legislation, potential sites for economic development and investment would be evaluated for developmental readiness, a list of site strengths and deficiencies would be identified, and a prioritized list of site improvements suggested. Funding assistance through matching grants and/or micro grants could be provided to improve the sites.

- e. EDA Committee Appointments – Lyn Goodwin noted EDA Committee assignments need to be updated. Larry Omps made the following committee appointments:
Executive Committee – Larry Omps, Sean Forney, Susan Webster, and Stefanie Allemong
Business Development and Retention – Terri Beard and Brandy Steele
Marketing – Ed Asher, Ryan Rebant, and Susan Webster
Education – Kristen Tuttle, Mark Harrell, and Mark Garfinkel
Infrastructure and Telecommunications – Sean Forney and Larry Omps

5. Director's Report

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

- EDA office renovation work and cleaning of the new space are expected to be completed this week.
- Timber sale contracts for 522 Business Park and Paw Paw Industrial Park were reviewed by attorney and signed. EDA has received first payment from both Ray Bohrer Pulpwood & Timber and Gloyd Logging. EDA has made first payment for consulting forester services.
- After a few postponements due to weather, drone videos are scheduled to be filmed on February 3-4.
- The Eastern West Virginia Economic Alliance (formerly known as the Western Potomac Economic Partnership – WestPEP) held its annual Legislative Breakfast with our legislators on January 18. Local EDA directors discussed infrastructure, site readiness, and workforce issues as our greatest needs to advance economic development in the Eastern Panhandle.

6. Announcements/Public Comment

- Susan Webster announced the hazmat work on the town depot building should be completed by the end of January. Bids will then be obtained for the interior work on the building.
- Susan Webster noted a preliminary estimate has been obtained for reconstruction work on the deteriorating sections of Wilkes Street.

7. Adjournment

With no further business to discuss, Mark Garfinkel made a motion to adjourn the meeting. The motion was seconded by Ed Asher, and the motion was approved. Meeting adjourned at 5:02 p.m.

Attest:

President:



Secretary

