

**Morgan County Economic Development Authority
Board of Directors Meeting
June 27, 2023
Morgan County EDA Office**

MINUTES

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

Members Absent: Mark Garfinkel

Also Present: Lyn Goodwin, EDA executive director

Call-to-Order

Quorum present. Larry Omps called the meeting to order at 4:08 p.m.

Minutes

Ed Asher made a motion to approve the minutes of the May 30, 2023 meeting. The motion was seconded by Susan Webster, and the motion passed.

Treasurer's Report

Mark Harrell made a motion to approve the Treasurer's Report and expenditures for May 31, 2023. The motion was seconded by Kristen Tuttle, and the motion passed.

EDA Projects/Business

522 Business Park Lot 12 Update

Statements of Qualifications were received from three engineering firms to provide services related to the extension of the water and sewer lines to Lot 12 at the 522 Business Park. After discussion, members decided to proceed with a shorter extension of the water and sewer lines that would not require engineer-prepared plans. Ryan Rebant volunteered to research and confirm that a utility right-of-way/easement exists between Lots 9 and 11 to accommodate a shorter extension.

Paw Paw Industrial Park Lot 8 Update

The letter from Seth Brittingham/SB & Son Contracting's insurance company outlining the reasons for the EDA's claim denial has been reviewed, and it appears insurance coverage was not adequate for all the work that the company was doing on Lot 8 in the Paw Paw Industrial Park. Sean Forney and Mark Garfinkel will review the certificate of insurance to determine if the EDA could take any action. Lyn Goodwin will work with Mr. Brittingham to determine if he can perform additional work such as installing the required rip rap along the stream bank, mowing/trimming at the industrial park, etc., at his expense as part of a repayment plan for the EDA's unexpected expenses related to Lot 8.

Town of Paw Paw Maintenance Building Lot Request Update

Town of Paw Paw officials were informed that the EDA is opposed to locating town maintenance building on proposed site on Lot 7 in Paw Paw Industrial Park since access would have to be given through two lots. Paw Paw officials will have their engineer look at the rear of Lot 8 as a possible building site.

EDA Election of Officers for FY 2023-2024

The following slate of officers for FY 2023-2024 was presented at the May 30, 2023 meeting: Larry Omps, president; Sean Forney, vice president; Susan Webster, secretary; and Stefanie Allemong, treasurer. Due to accepting a new job which could present a conflict of interest, Stefanie Allemong has withdrawn her name for treasurer. Mark Harrell made a motion to nominate Terri Beard for the treasurer position, amending the slate of officers. The motion was seconded by Ed Asher, and the motion passed. Mark Harrell made a motion to elect the amended slate of officers as presented. The motion was seconded by Ed Asher, and the motion passed.

EDA Exterior Office Sign

New exterior sign designs have been obtained for consideration. Members requested that price quotes be obtained for version "D2".

Prospects Update

Lyn Goodwin gave an update on recent prospect activity.

Director's Report

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

- Work on EDA website continues. Project is progressing through HTML development phase, and development of sitemap (list of pages and order of pages) has started.
- Eastern Panhandle Entrepreneurs Forum will be on August 3 at The Country Inn.
- Eastern West Virginia Economic Alliance is planning a site selector event in conjunction with the Airshow on August 26 in Martinsburg.
- I will be on vacation June 30 and July 3-7.

Announcements/Comments

Ed Asher inquired if any plans are underway to assist downtown businesses with marketing once the U.S. 522 bypass is completed. Sean Forney reported Travel Berkeley Springs (TBS) is working with the West Virginia Division of Highways and Morgan County Commission on new signage. Lyn Goodwin will invite Stephanie Rebant with TBS to a future EDA meeting to provide an update.

Next Meeting

The next EDA board meeting is scheduled for July 25, 2023.

Adjournment

With no further business to discuss, Kristen Tuttle made a motion to adjourn the meeting at 5:26 p.m. The motion was seconded by Susan Webster, and the motion passed.

Attest

President:



Secretary:

