

**Morgan County Economic Development Authority
Board of Directors Meeting
November 28, 2023
Morgan County EDA Office**

MINUTES

Members Present: Ed Asher, Terri Beard, Sean Forney, Larry Omgs, Ryan Rebant, Brandy Steele, Kristen Tuttle, and Susan Webster

Members Absent: Mark Garfinkel and Mark Harrell

Also Present: Lyn Goodwin, EDA executive director; Jim Linsenmeyer, West Virginia Department of Economic Development

1. Call-to-Order

Quorum present. President Larry Omgs called the meeting to order at 4:06 p.m.

2. Minutes

Ed Asher made a motion to approve the minutes of the October 31, 2023 meeting. The motion was seconded by Susan Webster, and the motion passed.

3. Treasurer's Report

Susan Webster made a motion to approve the Treasurer's Report and expenditures for October 31, 2023. The motion was seconded by Ed Asher, and the motion passed.

4. EDA Projects/Business

a. Discussion of Proposal for Lot 7B in 522 Business Park

Another meeting occurred between Karl & Denise Wagenbrenner, owners of Berkeley Springs Brewing, and Warm Springs Public Service District officials to discuss water and sewer service for Lot 7B in the 522 Business Park. Alpha Associates is reviewing if the park's existing gravity sewer line is sufficient to serve the proposed building location on Lot 7B.

b. Paw Paw Industrial Park Lot 8 Update

Markel, SB & Son Contracting's insurance company, has not responded to the EDA's letter requesting the company to reconsider the denial of the EDA's insurance claim.

SB & Son Contracting has signed the contract to complete the remaining streambank stabilization work/rip rap installation on Lot 8. EDA is waiting to receive a copy of the company's insurance policy to review. A meeting with SB & Son Contracting and the EDA's engineer is scheduled to review the streambank stabilization project and answer any questions prior to work starting.

c. EDA Exterior Office Sign Update

Derrick Cowles has been contacted about constructing a brick base for the new EDA exterior office sign. He is scheduled to review the site and provide a price quote for the work.

d. Approval of EDA Financial Statements and Independent Auditor's Report for Fiscal Year Ended June 30, 2023

Ferrari & Associates completed the EDA audit for Fiscal Year 2023. Everything is in good order, except for the one, ongoing deficiency regarding segregation of duties. Susan Webster made a motion to approve the EDA Financial Statements and Independent Auditor's Report for Fiscal Year Ended June 30, 2023 and payment of audit invoice. The motion was seconded by Terri Beard, and the motion passed.

e. Discussion/Approval of Realtor Listing Agreement Extensions for 522 Business Park and Paw Paw Industrial Park

The listing agreements with Coldwell Banker Premier for broker services for the 522 Business Park lots and Paw Paw Industrial Park lots will expire at the end of 2023. Members discussed whether renewals should be for six months or one year. Brandy Steele made a motion to renew listing agreements with Coldwell Banker Premier for 522 Business Park and Paw Paw Industrial Park lots until June 30, 2024. The motion was seconded by Terri Beard, and the motion passed.

f. Approval to Apply for WV Local Economic Development Grant for FY 2023-2024

The EDA is eligible to apply for the West Virginia Local Economic Development (LED) Grant program for FY 2023-2024 in the amount of \$31,818. Susan Webster made a motion to authorize the EDA director to apply for the LED Grant for FY 2023-2024. The motion was seconded by Terri Beard, and the motion passed.

g. Approval to Participate in #YesWV Ready Sites Program

The West Virginia Department of Economic Development, in partnership with InSite Consulting, has launched its #YesWV Ready Sites Program. InSite consultants will assess current site and community readiness and make recommendations on ways to improve and market community assets. Each county can submit two sites for consideration. Each site must be at least ten developable acres and intended use must be for industrial/manufacturing purposes. Susan Webster made a motion for the EDA director to submit applications for the 522 Business Park and the Paw Paw Industrial Park by the January 3, 2024 deadline. The motion was seconded by Terri Beard, and the motion passed.

h. Prospects Update

Nothing to report.

5. Director's Report

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

- The West Virginia Eastern Panhandle Economic Outlook presentation by John Deskins from West Virginia University will be December 11 at noon at Cacapon State Park.
- The West Virginia Economic Development Council 2024 Legislative Conference will be January 23-24, 2024, in Charleston.

6. Announcements/Public Comment

Jim Linsenmeyer commended the EDA board for conducting professional and efficient meetings.

Members extended Merry Christmas and Happy New Year wishes to all.

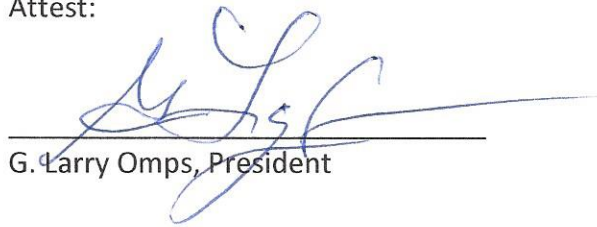
7. Next Meeting

Due to the holidays, members agreed the regularly scheduled December EDA board meeting will be cancelled with the understanding that a special meeting will be scheduled if the need arises.

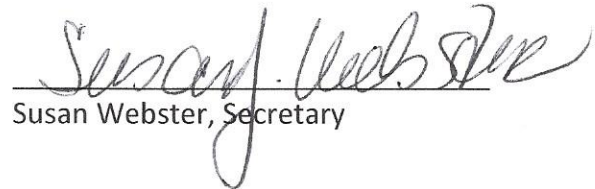
8. Adjournment

With no further business to discuss, Larry Omps adjourned the meeting at 4:41 p.m.

Attest:



G. Larry Omps, President



Susan Webster, Secretary