

**Morgan County Economic Development Authority
Board of Directors Meeting
April 23, 2024
Morgan County EDA Office**

MINUTES

Members Present: Terri Beard, Mark Garfinkel, Mark Harrell, Amanda Hollins-Teixeira, Larry Omps, Ryan Rebant, Brandy Steele, and Susan Webster

Members Absent: Sean Forney, Kristen Tuttle, and Denise Wagenbrenner

Also Present: Lyn Goodwin, EDA executive director; Jim Linsenmeyer, WVDED business retention and expansion manager

1. Call-to-Order

Quorum present. President Larry Omps called the meeting to order at 4:10 p.m.

2. Minutes

Terri Beard made a motion to approve the minutes of the March 26, 2024 meeting. The motion was seconded by Amanda Hollins-Teixeira, and the motion passed.

3. Treasurer's Report

Amanda Hollins-Teixeira made a motion to approve the Treasurer's Report and expenditures for Match 31, 2024. The motion was seconded by Mark Harrell, and the motion passed.

4. EDA Projects/Business

a. Paw Paw Industrial Park Lot 8 Update

An updated certificate of liability insurance has been received from SB & Son Contracting stating that the company is covered for the streambank stabilization project/rip-rap installation work that is to be done on Lot 8 in the Paw Paw Industrial Park. Current copies of the company's workers' compensation insurance and contractor's license will be obtained, and arrangements will proceed to have SB & Son Contracting complete the work.

b. Revised Quote for EDA Exterior Sign

EDA board members reviewed a revised quote for the EDA exterior office sign due to a modification needed in the size and design of the brick base. Terri Beard made a motion to approve up to \$2,700.00 to have Brandy Steele and Rider Masonry provide the sign and brick base for the sign. The motion was seconded by Amanda Hollins-Teixeira, and the motion passed.

c. EDA Nominating Committee

According to the MCEDA By-laws, a Nominating Committee needs to be appointed to proposed officers for Fiscal Year 2024-2025. President Larry Omps appointed Terri Beard, Mark Harrell, and Brandy Steele to the Nominating Committee.

d. 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:

- Berkeley Springs Brewing owners were informed that the EDA declined their proposal to have the EDA complete the commercial site development of Lot 7B in the 522 Business Park and construct a building on the property that they could lease for a manufacturing/production facility to expand their business. They were provided with several business development and financing resources.
- Information was submitted on the 522 Business Park and Paw Paw Industrial Park sites for the second phase of the #Yes WV Ready Sites Program.
- Unique Demolition Services started construction on Lot 5 in the 522 Business Park without obtaining an appropriate building permit and site plan approval from the Morgan County Planning Commission. The owner has been informed that no further work can be done until a site plan is submitted and approved by the Morgan County Planning Commission.

6. Discussion on Revenue-Generating Ideas for EDA

Jim Linsenmeyer, Eastern Panhandle business retention and expansion manager with the West Virginia Department of Economic Development, shared what other economic development organizations in the Eastern Panhandle region do to generate revenues, including selling land, leasing office buildings/multi-tenant buildings/warehouse spaces, constructing spec buildings, establishing public/private partnerships, and establishing tax increment financing (TIF) districts. General discussion of ideas occurred. Lyn Goodwin will arrange for a presentation about TIF districts at a future EDA board meeting. Mark Harrell will arrange for a presentation about public/private partnerships.

7. Announcements/Public Comment

Terri Beard reminded EDA members of the Career Day at Berkeley Springs High School on April 25.


8. Next Meeting


The next EDA Board meeting is scheduled for May 28, 2024.

9. Adjournment

With no further business to discuss, Terri Beard made a motion to adjourn the meeting at 5:25 p.m. The motion was seconded by Susan Webster, and the motion passed.

Attest:


G. Larry Omph, President


Susan Webster, Secretary