

**Morgan County Economic Development Authority  
Board of Directors Meeting  
July 26, 2022  
Morgan County EDA Office**

**MINUTES**

Members Present: Stefanie Allemong, Terri Beard, Mark Harrell, Ryan Rebant, Brandy Steele, and Susan Webster

Member Absent: Ed Asher, Sean Forney, Mark Garfinkel, and Larry Omps

Also Present: Lyn Goodwin, EDA executive director

1. Call-to-Order

Susan Webster called the meeting to order at 4:07 p.m. Quorum present.

2. Minutes

Terri Beard made a motion to approve the minutes of the June 28, 2022 meeting with one correction made to Agenda Item #5 - Director's Report. Under the second bullet point, in the third sentence, the words "for a" were deleted at the end of the sentence. The motion to approve the minutes as corrected was seconded by Stefanie Allemong, and the motion was approved.

3. Treasurer's Report

Mark Harrell made a motion to approve the Treasurer's Report and expenditures for June 30, 2022. The motion was seconded by Terri Beard, and the motion was approved.

4. EDA Projects/Business

- a. 522 Business Park Expansion Preliminary Site Assessment Report – Chad Riley with The Thrasher Group presented a written 522 Business Park Expansion Preliminary Site Assessment. The assessment covered:
- a preliminary environmental review
  - a site grading analysis to determine optimum configuration of the site and provide short- and long-term development options
  - utility infrastructure and necessary extensions/upgrades
  - a project cost estimate for full development of the property
  - items that need to be completed in preparation for application to the State's Site Certification Program

Mr. Riley gave a brief summary of findings and suggestions for next steps for Concept #3 (33 developable acres). EDA board members requested that Mr. Riley provide a project cost estimate for Concept #1 (156 developable acres) as well.

d. Clearing Estimates for Lot 8 in Paw Paw Industrial Park – EDA board members reviewed estimates to clear Lot 8 in the Paw Paw Industrial Park to make it more marketable to potential prospects. Terri Beard made a motion to approve having SB and Son Contracting perform the work for \$10,000 - \$11,500, contingent upon the company having the appropriate licenses, insurance, etc. The motion was seconded by Mark Harrell, and the motion was approved.

f. Lotus Recovery Centers Grant Application Letter of Support – Lotus Recovery Centers of Berkeley Springs, LLC has requested a letter of support for its grant application to create a new medication assisted treatment access point for individuals diagnosed with substance use disorder. Terri Beard made a motion to approve the letter of support as presented. The motion was seconded by Stefanie Allemong, and the motion was approved.

b. Proposal for 522 Business Park – Prospect was introduced and discussed proposal to purchase Lot 5 in 522 Business Park from current owner Lucas Andrews for his commercial/residential demolition company. Prospect plans to store 5-7 empty, construction-sized dumpsters/containers on the lot at any given time, and he is willing to install fencing and/or trees to screen the dumpsters. Company would want to construct a small building for office space/warehouse bay at some point and would employ 2 to 3 people. EDA board members informed prospect that construction of the building would have to begin within a year of lot purchase. EDA Executive Director will provide prospect with a copy of the 522 Business Park's Covenants and Restrictions. Since specific lot purchase was not known prior to this meeting and not noted on the meeting agenda, the proposed lot purchase will be placed on the agenda for consideration at the August EDA board meeting.

c. Discussion Regarding 522 Business Park Prospect's Water/Sewer Questions – Prospect has inquired about a lot in 522 Business Park to expand its manufacturing operations. Prospect has questions regarding whether or not a well could be drilled on a lot and/or if volume discounts could be given on the water service. EDA board members asked EDA executive director to inform prospect that the 522 Business Park's Covenants and Restrictions prohibit individual wells and to work with the Warm Springs Public Service District to obtain answers to other questions regarding water and sewer service in the park.

e. Western Morgan County Committee of the EDA – The EDA has been asked to consider appointing a western Morgan County Committee of the EDA (Ad Hoc Committee) to help investigate and develop ideas and projects as well as grant opportunities for the western part of Morgan County. EDA board members discussed briefly and will discuss further at a future meeting.

g. Prospects Update – Lyn Goodwin gave an update on recent prospect activity.

##### 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:

- Closing on Lots 8 and 9 in the 522 Business Park occurred on June 30. Press release announcing the sale and welcoming Let's Talk Interactive has been prepared and waiting for a comment from the company to include before submitting it to the Morgan Messenger.
- Property corners on Lots 6, 8, and 9 at the 522 Business Park have been marked.
- Seven proposals were received for the EDA website update/redesign. A meeting of the EDA Marketing Committee will be scheduled to review the proposals and discuss next steps.
- U.S. Economic Development Administration has awarded the West Virginia Division of Natural Resources a \$2.8 million grant for development of mountain bike trails at Cacapon State Park.

- Morgan County Commission is seeking bids for construction of the U.S. 522 Turn Lane at Caperton Furnitureworks. Proposed schedule is for construction to start in September and be completed by the end of October.

6. Announcements/Public Comment


None.

7. 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 Ryan Rebant, and the motion was approved.

Attest:

President:

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

Secretary:

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