

**Morgan County Economic Development Authority
Board of Directors Meeting
September 26, 2023
Morgan County EDA Office**

MINUTES

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

Members Absent: Stephanie Allemong, Mark Harrell, and Larry Omps

Also Present: Lyn Goodwin, EDA executive director

1. Call-to-Order

Quorum present. Secretary Susan Webster called the meeting to order at 4:13 p.m.

2. Minutes

Ed Asher made a motion to approve the minutes of the August 29, 2023 meeting, with one correction made to reflect that Sean Forney was absent. The motion to approve the minutes as corrected was seconded by Kristen Tuttle, and the motion passed.

3. Treasurer's Report

Ed Asher made a motion to approve the Treasurer's Report and expenditures for August 31, 2023, via the bank statements. The motion was seconded by Mark Garfinkel, and the motion passed.

4. EDA Projects/Business

a. 522 Business Park Lot 12 Update

Lyn Goodwin is scheduling a meeting with Alpha & Associates to verify that no water or sewer system upgrades are necessary to extend the water and sewer lines to the Lot 12 boundary.

b. Paw Paw Industrial Park Lot 8 Update & Contract for Streambank Stabilization

Meeting is scheduled with EDA attorney about writing a letter to SB & Son Contracting's insurance company regarding the certificate of insurance issued.

Members reviewed draft contract for SB & Son Contracting to complete remaining streambank stabilization work on Lot 8 in Paw Paw Industrial Park. Lyn Godwin will work with Mark Garfinkel to make suggested additions and revisions to the contract.

c. EDA Exterior Office Sign Update

Lyn Goodwin is working with Brandy Steele to obtain another quote for new EDA exterior office sign.

d. Prospects Update

Lyn Goodwin reported she is working with a Morgan County business that is looking at Lot 7B in the 522 Business Park as a possible location to expand its production capacity. Lyn Goodwin will arrange a meeting with the business owners and Warm Springs Public Service District officials to discuss needs and questions regarding water and sewer service.

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:

- Laptop for EDA treasurer's use is estimated to arrive the second week of October.
- Television for EDA conference room was on 30-day back order and is expected to ship the first week of October.
- Work on EDA website continues. The migration phase has just been completed. Quality assurance phase will begin next. Content management training will be scheduled for middle of October.
- Regarding the monthly real estate activity reports, the EDA realtor follows up with prospects that provide contact information.
- Lyn Goodwin attended the West Virginia Economic Development Council Fall Conference on September 18-20 in Huntington. Several informative programs were provided, including ones on a new equipment financing program and site readiness program.

6. Announcements/Comments

None.

7. Next Meeting

The next EDA board meeting is scheduled for October 31, 2023 at 4 p.m.

8. Adjournment

With no further business to discuss, Kristen Tuttle made a motion to adjourn the meeting at 4:56 p.m. The motion was seconded by Ed Asher, the motion passed.

Attest

President:



Secretary:

