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Board of Directors Minutes May 4, 2010 Meeting

Michael Martin, Chair of the CAEZ Board of Directors, called the meeting to order at 6:04 p.m. A quorum was established.

Board Members Present: Michael Martin, Russell Deering, Linda Rhodes, Earl McCune, Micki Boggs, David Boothe, Irene Cantrell, John Gibson, Joe Hoffman, Anthony Hofstad, Birl O'Dell, Mike Pierson, Peter Silitch, and Doyle Tawney.

Board Members Absent: Mike Chapman, Earl Elliott, Ken Eskew, and Bob Mullins.

Approval of the April 6, 2010 Meeting Minutes: Russell Deering made a motion to approve the April 6, 2010 meeting minutes, seconded by Peter Silitch. **Motion carried.**

Treasurer's Report: Linda Rhodes made a motion to approve the April 2010 treasurer's report as presented, seconded by Peter Silitch. **Motion carried.**

Housing Committee: The Committee did not meet this month. There has been no progress on the New Home Construction loan. Home Repair #25 is current. A reminder has been mailed to Home Repair #36.

Concerning the CHDO property in Spencer, the house should be under construction soon. The house should be constructed soon. CAEZ has a prospective purchaser for that home.

Connie is continuing to work on purchasing the first piece of CHDO property in Clay. WVHDF has an issue of a shared driveway.

The possible purchase of the Clay property and the properties in Mt. Hope should finish up funds for both Phase I and Phase II of the CHDO project. There have been some suggestions of property in Nicholas County and Braxton County.

Concerning the NSP program, CAEZ staff will be in a meeting with federal consultants for the program, the West Virginia Development Office, and West Virginia Housing Development Fund to make sure all the regulations are being met on this project.

Economic Development Committee: The Committee did meet this evening.

Braxton County: The owner is still planning to renovate the PJ Berry's building. It is on hold for the moment due to health problems.

Clay County: Connie received a call concerning the lease for the campground. It was stated that the owner of the property is dismissing all leases. Connie contacted the property owner and they stated that CAEZ is not in danger of losing the lease to the campground. A local outdoor drama, Solomon's Secret, has lost their lease on the Boy Scout Camp property. They were subletting from the original lease holder. This drama is performed two weekends in September, the weekend before the Golden Delicious Apple Festival and the weekend during the festival. Connie will ask the owner of the Dundon property to see if the play can be held at the campground. Peter Silitch made a motion to

authorize the Executive Director to pursue in allowing holding Solomon's Secret Outdoor Drama at the campground, seconded by Joe Hoffman. **Motion carried.**

The land manger stated that if CAEZ was interested in purchasing the property that a letter needs to be written to state CAEZ's intent. The land company will not be able to sell any property for at least another year. The purchase price will be based on the value of the land only and not the improvements to the property. Peter Silitch made a motion that the Executive Director be authorized to write a letter to Forest Land Group explaining CAEZ's interest in purchasing the Dundon property, seconded by Linda Rhodes. **Motion carried.**

CAEZ has finally received approval for the sewer system for the campground. Connie mailed a letter to Bill Bright asking for permission to use his right of way to relocate the water lines on the property. A bigger dump station will be put in.

The first LPN class from the college will graduate in July. The college is doing great. Beds and equipment were moved in for the CNA class today. There will be 20 students starting May 18th in the CNA class. The college is partnering with CAMC.

Amanda Moore, Economic Development Coordinator for Clay County was in attendance. She reported that she had a preliminary meeting with representatives from Consol Energy, the National Guard, and the Army. The main point of the meeting was for data collection on mine sites in West Virginia. They have located possible sites in Webster, Boone, and Clay. The project would consist of a possible landing strip, drop zone, and training area for the National Guard. They will be doing an aerial look over next week of all the sites. If these sites are not workable for the National Guard, the Army will look to see if they are usable for the Urban Warfare Training site. Most of Ms. Moore's time was spent on grant writing in April. She will be conducting business retention and expansion visits in May. Ms. Moore informed the Board that she will work with CAEZ on any project for the county.

Fayette County: Concerning the ONTRAC program, one of the leaders of the program is in Oklahoma City for training. A productive community meeting was held.

The contract has been contracted on Phase III on the sidewalk project. Phase III will be under construction before Phase II because a Notice to Proceed is needed. This will take the sidewalk and lighting project close to Pax Avenue.

The Bypass Bridge is under construction and going along well. American Refractory Company is doing well in the Mt. Hope Industrial Park.

Nicholas County: Phase I will be under construction this week or next. Phase II should go to bid in July or August and will have to be completed within six months of the start date.

Russell Deering has stated that there may be property in Richwood for the CHDO project.

Nettie Leivasy PSD is moving along well. There is one tenant in the Nicholas County Industrial Park. The Birch River/Dille water project is going well. The line is being run into Widen. The Buffalo Creek Watershed is active again.

Roane County: The business at the Amma Industrial Park has filed bankruptcy. The property was to be auctioned off but the auction did not happen.

Concerning the school building and property at Newton, the school board has approved to sell the property at auction. It was suggested that Connie write a letter asking the school board to reconsider their decision on selling the property. The Economic Development Committee approved

to recommend to the CAEZ Board that a letter be written to the Roane County Board of Education, the Roane County Commission, and a copy to Doyle Tawney asking them to reconsider their decision to sell the Newton school property. Peter Silitch made a motion upon the recommendation of the Economic Development Committee to authorize the Executive Director to write a letter to the Roane County Board of Education, the Roane County Commission, and send a copy to Doyle Tawney asking them to reconsider their decision of selling the Newton school property, seconded by Russell Deering. **Motion carried.**

The Economic Development Committee approved to recommend to the CAEZ Board to authorize the Executive Director to pursue funding for the purchase of the Newton school property. Peter Silitch made a motion upon the recommendation of the Economic Development Committee to authorize the Executive Director to pursue funding for CAEZ to purchase the Newton school property if it comes up for auction, seconded by Doyle Tawney. **Motion carried.**

Loan Committee: The loan status was reviewed. SBDC Loan 1 is due for April. Connie has spoken with the applicants with SBDC 2 and USDA 3 and he stated business has been slow but will be sending in payments. Connie spoke with the loan applicants for Micro Loan 15 and 16 and they stated they would be sending in payments as soon as possible. All other past due accounts, letters will be mailed.

The Loan Committee was to review one loan application but the applicant did not furnish the appropriate documentation. This loan will be tabled until the documentation is collected.

Other: The Finance Committee will meet June 1, 2010 to propose the 2010 – 2011 fiscal budget to the Board for review.

New Business: None.

John Gibson moved to adjourn at 7:16 p.m.

Next Board Meeting: Tuesday, June 1, 2010, at 6:00 p.m. at the CAEZ Office.

Monthly Activity Report for May 2010

May 3, 2010 – Worked on Administration

May 4, 2010 – Economic Development Committee Meeting

Loan Committee Meeting

Board Meeting

May 5, 2010 – Meeting for NSP, Mt. Hope

May 6, 2010 – Meeting with Community Works of WV

May 7, 2010 – Meeting with possible CHDO site

Worked on WVHDF grant

May 10, 2010 – Worked on Board Packets

Meeting at the JG Bradley Campground for Solomon Secret

Central Arts and Crafts Cooperative meeting, Sutton

May 11, 2010 – ELECTION DAY – OFFICE CLOSED

May 12, 2010 – Meeting with Mary Mason, WVHDF

May 13, 2010 – Worked on Administration

Worked on Mary Mason Grant/NSP/CHDO

May 14, 2010 – Worked on Administration/NSP/CHDO

May 17, 2010 – Worked on Administration

May 18, 2010 – NSP Conference Call

May 19, 2010 – Conference Call – Federal Home Loan Bank

Met engineer at campground

Worked on NSP Grant and CHDO

May 20, 2010 – NSP Conference Call

Conference Call, Laura Kemprye, Federal Home Loan Bank

May 21, 2010 – Worked on Board Packets

Worked on Water/Sewer issues for campground

Worked on NSP/CHDO

May 24, 2010 – Visit NSP properties in Mt. Hope

Meeting for ONTRAC Community, Mt. Hope

May 25, 2010 – Meeting with Amanda Moore, Mike Pierson, and Mike Boggs

Meeting with Laura Kemprye – Federal Home Loan Bank

May 26, 2010 – Worked on Board packets

Worked on NSP

May 27, 2010 – Worked on Administration

Worked on NMLS

May 28, 2010 – Worked on Administration

Worked on Mary Mason Grant/NMLS

May 31, 2010 – MEMORIAL DAY – OFFICE CLOSED