



NRGRDA – Board Meeting Minutes
Sept 18 2025 at 11 a.m. – 1 p.m.
Summersville, WV

Call to Order

Jina Belcher called the meeting to order 11:05 a.m.

ATTENDANCE

BOARD MEMBERS ATTENDANCE

IN-PERSON: Anita Groves, Craig Chapman, Heather Johnson, Larry Meador, Tamara Mullins, Robert Shafer

VIRTUAL: Lisa Eads, Heather Ouimette, Donnie Holcomb, Ted Kula

STAFF PRESENT: Jina Belcher, Jozy Moore

GUESTS: Dave Harper

APPROVAL OF MINUTES:

- Minutes for the July 8, 2025, NRGRDA Special Board meeting, and August 25, 2025, NRGRDA board meeting, were presented to the board for approval. Motion to approve both meeting minutes was made by Robert Shafer; seconded by Heather Johnson. Motion carried with none opposed.

FINACIALS:

- August 2025 Profit and Loss and Balance Sheet were presented to the board for review and approval. Motion to approve the financials was made by Larry Meador seconded by Anita Groves. Motion carried with none opposed.

REPORTS:

- **Jozy Moore – Policy and Government Outreach Coordinator**
 - Jozy provided an update on the legislative policies approved by the NRGRDA Legislative Committee, aligned with the NRGRDA 2026 Legislative Priorities.
 - Policies include:
 - Expanding allowable uses for the Industrial Access Road Program.
 - Making the Build WV Program more rural-friendly.

- Clarifying and amending the Employer-Provided Child Care Tax Credit.
 - Closing the transfer tax loophole and requiring annual property assessments(Enhancing Property Valuation and Real Estate Transactions).
 - Supporting reintroduction of the county 1% sales/amusement tax (Safer Communities Act), with revenues restricted to public safety.
 - Jina noted ongoing engagement with partner organizations, including lobbying consultant Joe Reidy, to evaluate alignment and feasibility.
 - Board Discussion:
 - Robert Shafer highlighted potential benefits of the 1% county tax for economic development.
 - Heather Johnson expressed opposition to the amusement tax due to negative impacts on tourism and already declining rafting numbers.
- **Jina Belcher, Executive Director**
 - **Site Readiness:** The state’s new site readiness grant program mirrors NRGRDA’s 2019 initiative.
 - NRGRDA did not apply for initial funding because its sites were already assessed using local resources.
 - The state has requested three NRGRDA sites for its “fast-track” round: Raleigh County Memorial Airport, Southern Industrial Drive, Appalachian Heights (upon water project completion)
 - **Hinton Ice House:** Remediation is closing out.
 - DEP has issued the **Certificate of Completion**, signed and returned.
 - Final step: fence installation (materials purchased; installation not required for 9/30 deadline).
 - **Higher Education Working Group & Skills Matching Tool:** NRGRDA partnered with WVU and the Rural Search Institute to pilot a skills-matching tool.
 - WVU is now working toward **statewide rollout** with state agencies and workforce boards.
 - **Raleigh County Memorial Airport:** Site development completed; grant closing underway.
 - NRGRDA is reviewing firms for aerospace recruitment services for the site.
 - A purchase option was executed for 7.5 acres with a Tennessee-based beverage distributor (~25 anticipated jobs).
 - **Wolf Creek Park:** Consultant completed stakeholder visits.

- Draft master plan received and under internal review.
- Community open house set for week of October 13; final plan anticipated early 2025.
- **Coronado Coal Lease:** Coronado occupies NRGRDA's Rahall Building (~\$13K/month).
 - Lease expired in 2023 and has been extended annually without adjustments.
 - Building requires significant HVAC upgrades; CASTO estimates ~\$17,000 in immediate needs, with ongoing high summer repair costs.
 - Board provided guidance—no formal vote—to:
 - Begin lease renegotiation, recommending at least a 10% increase, and
 - Issue an RFP for HVAC services.

ACTION ITEMS:

- **Southern Industrial Drive – Bridge Financing**
 - State reimbursement delays continue.
 - United Bank (via Zack) proposed a two options:
 - \$200,000 operating line of credit w/ United Bank (no collateral).
 - \$200,000 project-specific bridge LOC, collateralized by the owner's escrow.
 - NRGRDA will keep its PCB operating line in place as backup.
 - Action: Motion to proceed with the United Bank \$200,000 operating line of credit made by Robert Shafer; seconded by Larry Meador. Motion carried with Anita Groves abstaining, none opposed.
- **FY24 Audit**
 - Audit contained one finding related to a reconciliation error.
 - Corrective action:
 - Treasurer Donnie Holcomb will review and approve monthly reconciliations.
 - Audit submitted to the Federal Audit Clearinghouse and the State of WV.
 - **ACTION:** Motion to approve and accept the FY 24 Audit was made by Robert Shafer, seconded by Tamara Mullins. Motion carried with none opposed.

- **New Monthly NRGRDA Board meeting schedule**
 - No vote required.
 - Board agreed to meet the fourth Tuesday of each month, 11:00 a.m.–1:00 p.m., beginning November.
 - Meeting locations will rotate among all four NRGRDA counties.

- **NRGRDA Legislative Policy Initiatives** (as described during the legislative report from Jozy)
 - Industrial Access Road: Motion to approve made by Larry Meador, seconded by Craig Chapman. Motion carried with none opposed.
 - Build WV Act: Motion to approve made by Larry Meador, seconded by Robert Shafer. Motion carried with none opposed.
 - Employer Provider Child Care Tax Credit: Motion to approve made by Robert Shafer, seconded by Anita Groves. Motion carried with none opposed.
 - Enhancing Property Valuation and Real Estate Transactions: Motion to approve made by Larry Meador, seconded by Heather Johnson. Motion carried with none opposed.
 - Safer Communities Act: (1% Sales & Amusement Tax for Counties): Vote deferred to future meeting pending additional research and data

OLD BUSINESS:

- Air Service at Raleigh County Memorial Airport
 - Heather Johnson requested an update on EAS air service.
 - Jina reported:
 - Contour Airlines received a waiver to continue service past September 30.
 - NRGRDA expects to receive a five-year contract on/around Sept. 26 following federal approval.

- Retirement of Judy Moore / WV Hive Transition
 - Update requested by Heather Johnson
 - Jina reported:
 - Judy Moore is expected to retire Dec. 31, 2025.
 - A transition plan will be presented first to the WV Hive board, followed by the NRGRDA board to determine operational arrangements through Dec. 31 and beyond.

ADJOURNMENT:

- Meeting adjourned at 12:16 p.m. following motion by Robert.

Larry Meador, Secretary

Accepted: _____