



## MINUTES

### Special Board of Directors Meeting

Development Authority Conference Room and Zoom

April 6, 2021, at 10:00 a.m.

Helen Harris, President	Dan Dulyea
Abe Ashton, Vice President	Harriet Johnson
Tony Lewis, Secretary	Steve O'Brien
Montie Hicks, Treasurer	Amy Orndorff
Bob Butler	P.J. Orsini
Brad Close	Brandon Smith
Doug Copenhaver	

ABSENT: Bob Butler and Carey Gano

OTHERS PRESENT: Ken Barton, Steptoe & Johnson, Legal Counsel; Sandy Hamilton, Executive Director; Tara Price, Administrative Services Coordinator; and Jennifer Smith, Economic Development Coordinator.


GUESTS: Jim Linsenmeyer, West Virginia Department of Commerce.

- I. Call to order—President Harris called the meeting to order at 10:00 a.m. in the Authority Board Room for those present in person and via Zoom.
- II. Determination of Members Present and the Existence of a Quorum—President Harris reported that a quorum was present.
- III. Proof and Filing by Secretary the Notice of Meeting— President Harris confirmed the meeting agenda was posted to the public on Thursday, April 1, 2021.
- IV. Executive Session—Real Estate Purchase and Sales Agreement for Project Orchard  
*Mr. Wilson made a motion to go into Executive Session at 10:01 a.m. to discuss real estate matters. Action may be taken. Seconded by Ms. Orndorff. The Board returned to open public session at 10:26 a.m.*

*Mr. Orsini made a motion that the Development Authority enter into a Real Estate Purchase and Sale Agreement for the Willis Property known as Project Orchard and that President Harris be authorized to enter into the Purchase and Sale Agreement (PSA) on behalf of the Berkeley County Development Authority (BCDA). Seconded by Mr. Wilson. Motion approved.*

- V. Adjournment —The meeting was adjourned at 10:26 a.m.

Respectfully submitted,

  
Anthony Lewis  
Secretary

  
Helen Harris  
President