



MINUTES

Board of Directors Meeting
 Development Authority Conference Room and Via Zoom
 April 8, 2026, at 9:30 a.m.

Margie Bartles, Vice President	Jason Barrett	Amy Orndoff
Abe Ashton, Treasurer	Eddie Gochenour	John Reisenweber – left at 10:00 a.m.
Mary Sue Catlett, Secretary	Doug Long	Hoy Shingleton
		Donna Van Metre

ABSENT: Brad Close, President; Kevin Knowles; PJ Orsini; Brandon Smith; Patrick Winkelman
OTHER ATTENDEES: Jennifer Smith, Executive Director; Leslie Gantt, Economic Development Coordinator; Candace Dalton Pevarnik, Office Administrator
GUESTS: Kenneth Barton, Legal Counsel, Steptoe & Johnson; Keith McIntosh, WV Economic Development; Chris Strovel: Senator Capito’s Office

- I. Call to Order –Vice President Bartles called the meeting to order at 9:30 a.m.
- II. Determination of Members Present and Existence of a Quorum –Vice President Bartles reported that a quorum was present.
- III. Proof and Filing by Secretary of Notice of Meeting – The meeting agenda was posted to the public on Thursday, April 2, 2026.
- IV. Reading and Disposal of Prior Month Meeting Minutes - The Board reviewed the minutes of the last Board Meeting on March 11, 2026. The minutes were approved.
- V. Public Comments – Vice President Bartles recognized Mr. Strovel and Mr. McIntosh.
- VI. President’s Report – Vice President Bartles had no report.
- VII. Finance/ Audit Committee Report – Chairman Ashton gave his report. Financials were provided to the board in their packets.
 - Mr. Long made a motion to accept the Financial Reports as presented, subject to audit. Seconded by Mr. Gochenour. Motion approved.*
 - A. Review and Consideration of the FY 2026-2027 Budget. Was deferred to the May agenda.
 - B. Consideration of Approval of Payment for Knauf Property.
 - Mr. Ashton made a motion for Vice President Bartles to sign the Purchase and Sales Agreement for the Knauf Insulation Property to be paid from the sweep account. Seconded by Mr. Long. Motion approved.*
- VIII. Reports of Chairpersons of Standing Committees
 - A. Executive – Did not meet. There were no questions.
 - B. Business Development – In the absence of Chairman Orsini, Ms. Smith said she had

nothing for open session. There were no questions.

C. Government Affairs and Infrastructure – Chairman Reisenweber said he will look at dates for a future meeting but has nothing at this time. There were no questions.

IX. Property Management – Chairwoman Bartles said that Property Management Report was in the packet. There were no questions.

X. Report of Staff

A. Executive Director – Ms. Smith presented her report. There were no questions.

B. Economic Development Coordinator – Ms. Gantt presented her report. There were no questions.

XI. New Business

A. Request for Board approval to proceed with and fund the boundary survey for Knauf parcel. No action was taken.

B. Request for Board Approval to find the Preliminary Engineering Report to advance water and sewer infrastructure planning to the Westside. No action was taken.

XII. Other Business – There was none.

XIII. Executive Session

Mr. Long made the motion to enter Executive Session at 9:50 a.m. to confer with counsel on pending legal matters and real estate matters. Seconded by Mr. Ashton. Motion approved. The board returned to open session at 10:13 a.m.

XIV. Member Informational Reports and Announcements

XV. Adjournment - There being no further business, the meeting was adjourned at 10:16 a.m.

Respectfully submitted,

Mary Sue Catlett
Secretary

Brad Close
President