

**MORGANTOWN LAND REUSE AND PRESERVATION AGENCY
REGULAR MEETING MINUTES**

4 p.m.

May 23, 2019

Council Chambers

DIRECTORS PRESENT: David Satterfield, Jessica McDonald, Patrick Kirby, Laura Rye, and Michael Mills

DIRECTORS ABSENT: Brent Bailey and Tim Stranko

STAFF PRESENT: City Attorney Ryan Simonton and Director of Development Services Chris Fletcher

I. CALL TO ORDER AND ROLL CALL

II. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

III. APPROVAL OF MINUTES – Mills moved to approve the April 25, 2019 minutes as presented; seconded by McDonald. Motion carried unanimously with Rye abstaining due to her absence.

IV. CORRESPONDENCE

Satterfield stated that when correspondence is received in the future, it will be sent to the Board members, and then he will respond on behalf of the agency only on matters of procedure.

V. PUBLIC PORTION – None.

VI. PRESENTATIONS

Matthew Held provided a PowerPoint presentation concerning the history and current ownership of Kern's Fort located in the Greenmont Neighborhood and requested Agency assistance in protecting and preserving the historical site and only open space within the neighborhood.

Satterfield asked for the PowerPoint slides to be given to Staff and made part of the record. Fletcher confirmed.

Satterfield stated he would like to keep this property on their list as the organization grows.

VII. REPORT OF OFFICERS AND/OR DIRECTORS

Kirby stated they received a letter from the Abandoned Property Coalition and provided further explanation. Fletcher stated that Staff would be attending a meeting regarding the State Code's right of first refusal for Land Reuse Agencies in West Virginia. Fletcher noted the meeting is in Charleston and expressed other members could attend if interested.

VIII. REPORT OF COMMITTEES – None.

IX. REPORT OF STAFF

A. Development Services Director

- Fletcher stated that Terrell Ellis has been chosen as the professional facilitator to organize and manage the Board's upcoming retreat.
- Fletcher asked members to respond to the Doodle poll with their availability for the retreat.

B. City Manager – Absent.

C. City Attorney

- Simonton stated that forms have been filed with the Secretary of State's Office to register the Agency and insurance has also been established.
- Simonton noted there is an audit requirement that must be submitted to the State prior to the end of the fiscal year and stated they will approach City Council with a Home Rule amendment to ask for an extension to the deadline.

X. UNFINISHED BUSINESS

A. Approval of By-Laws

Simonton stated a draft with revisions and modifications have been provided to the Board along with responses to questions and comments.

Satterfield asked Board members to review the draft and consideration for approval will be on the agenda for the next meeting.

XI. NEW BUSINESS

McDonald moved to adjourn to an executive session to discuss matters relating to the acquisition or development of real estate within the downtown and within the Sixth Ward area; seconded by Mills. Motion carried unanimously.

The Board returned to open session.

XII. ADJOURNMENT – Mills moved to adjourn the meeting. The meeting was adjourned by unanimous consent at 5:00 p.m.

MINUTES APPROVED:

July 25, 2019

BOARD SECRETARY:



Patrick Kirby, Secretary