

**BOARD OF DIRECTORS SPECIAL MEETING**

**OF THE**

**WEST VIRGINIA ECONOMIC DEVELOPMENT AUTHORITY**

**September 26, 2022**

**West Virginia Economic Development Authority**

**Conference Room**

**180 Association Drive**

**Charleston, West Virginia**

The Board of Directors Special Meeting of the West Virginia Economic Development Authority was held at 9:00 a.m., September 26, 2022 in the West Virginia Economic Development Authority Conference Room, 180 Association Drive, Charleston, West Virginia.

The following members were present:

Mitch Carmichael	Chairman
Matthew Irby	Secretary
Brent Wilmoth*	Vice Chairman
Clark Barnes**	Member
Steven Cutright*	Member
Joe Eddy*	Member
Robert Hartley	Member
Roberta Olejaz*	Member
Riley Moore	Member
Vicki Dunn-Marshall**	Member
Eric Nelson**	Member

Others present:

Kris Warner	Executive Director
Caren Wilcher**	Associate Director
Steve Webb	Director of Financial Services
Joe Brouse	Loan Officer
Martha Phillips	Loan Officer
Joey Browning	Loan Officer
Jackie Browning*	Accountant
Karen Wolfe*	Documentation Specialist
Taylor Self	Administrative Assistant
Jason Pizatella*	Spilman Thomas & Battle PLLC

Members of the Public:

Ann Vincent-Uriling  
Chad Prather  
Aaron Sporck

Office of the Governor of West Virginia  
The Huntington Bank  
The Huntington Bank

\*Joined by videoconference.

\*\*Joined by teleconference.

The meeting was called to order by Chairman Carmichael. Chairman Carmichael noted that a quorum was present and that the meeting could lawfully conduct business.

Pursuant to West Virginia Code 6-9A-4, the Chairman will now consider a motion that the WVEDA board enter into executive session for the purpose of discussing the development of property, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or material that would cause an invasion of an individual's privacy if disclosed; or matters involving the purchase or development of property or advance construction planning.

A motion was made by Mr. Hartley to go into Executive Session. The motion was seconded by Mr. Moore and unanimously carried.

**GENERAL SESSION**

**Other Business**

**A. Loan Insurance**

A motion was made by Mr. Hartley to approve a loan insurance commitment to The Huntington National Bank on behalf of Mountaintop Beverage LLC to insure 100% of a \$25,000,000 construction loan to be paid in the event of a claim pre-liquidation of any collateral of Mountaintop Beverage LLC. Further, the project will pay a fee based on the Secured Overnight Financing Rate (SOFR) plus 1% to be adjusted and calculated monthly based on the total insured loan exposure of the WVEDA for the loan insurance. The motion was seconded by Mr. Irby and unanimously carried.

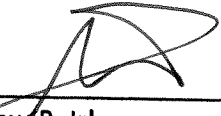
**B. Administrative Services Manager I Position**


A motion was made by Mr. Irby to hire Tina Payne as an Administrative Services Manager I and Legislative Liaison (paygrade 16) to fill the current Administrative Assistant position at the salary recommended by management. The motion was seconded by Mr. Hartley and unanimously carried.

**C. Administrative Services Assistant I Position**

A motion was made by Mr. Hartley to hire Caitlyn Barker as an Administrative Services Assistant I (paygrade 10) at the salary recommended by management contingent upon obtaining approval from the Governor's Office for the WVEDA to add an FTE and WVJIT to remove an FTE. Further, the board approves a \$2,000 increase for Ms. Barker after a satisfactory six-month performance evaluation. The motion was seconded by Mr. Irby and unanimously carried.

There being no further business, Mr. Hartley moved that the meeting be adjourned. The motion was seconded by Mr. Moore and without objection the Chairman declared the meeting adjourned.

  
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Matthew R. Irby  
Secretary

  
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Mitch Carmichael  
Chairman