

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING
February 25, 2016**

6:30 P.M. Development Authority Office

PRESENT: Mr. Jerry Fincher, Chairman; Vice-Chair; Mrs. Cindie Nobles, Secretary-Treasurer; Mr. Eddie Stephens, Mr. Walt Ashby, Mr. Derrick Height and Mrs. Louise Wimberly, Board Members. Mrs. Judy Sherling, Executive Director, Mr. Kevin Brown, Attorney. Absent: Mr. Cecil Fountain Jr.

VISITORS: Jonathan Connell of the Middle Georgia Regional Commission

MINUTES: Mrs. Nobles made a motion to approve the minutes as presented with a second by Mr. Stephens. Unanimous Vote. Motion Carried.

TREASURER'S REPORT: Mr. Stephens made a motion to approve the January 31, 2016 Treasurer's Report as presented. Mrs. Wimberly seconded. Unanimous Vote. Motion Carried.

APPOINTMENTS: Jonathan Connell presented the responses for the Request for Qualifications (RFQ) to include proposals (RFP) on behalf of the Authority. Four engineering firms replied including Thomas & Hutton, Richardson, Garretson and Associates LLC, Watkins and Associates, and Ingram and Associates. After discussion, Mrs. Nobles made a motion to provisionally accept the proposal from Richardson, Garretson and Associates with the caveat that they agree to meet the deadline of the grant application. If they cannot, Thomas and Hutton would be the next firm on the list. This motion was seconded by Mr. Ashby. Unanimous Vote of the six members present. Motion Carried.

Mr. Connell also asked for budget approval for the grant that could include up to \$26,290 which is 11% of the total estimated cost of work to be done. The final amount will be dependent on the actual work done and a % of that amount to be paid by the Authority to go toward engineering fees. Mrs. Nobles made a motion to approve this budget item, seconded by Mrs. Wimberly. Unanimous Vote of the six members present. Motion Carried.

NEW BUSINESS:

ELECTION OF OFFICERS

After a motion by Mr. Ashby to nominate Mr. Fincher as chair for another term, Mrs. Wimberly made a motion to retain the present officers in their positions. This was seconded by Mr. Ashby. Unanimous Vote of the six members present. Motion Carried.

HVAC REPAIR

Having previously approved, via telephone calls, an expense of up to \$600 for the repair of a motor in the HVAC system, the board was asked to ratify the motion to approve the expense to repair the HVAC unit. The final cost was \$331.50. Mr. Ashby made a motion to ratify the vote and approve the expense. Mr. Height seconded. Unanimous Vote of the six members present. Motion Carried.

REAPPOINTMENT

A letter to the Mayor of Jeffersonville was presented, asking for the re-appointment of Mrs. Nobles for another four-year term. Mr. Ashby made a motion that the board make this request and authorize the chair to sign the letter. Mr. Height seconded. Unanimous Vote of the six members present. Motion Carried.

ONGOING BUSINESS:

TELEMEDICINE - Mrs. Sherling reported that the grant application is proceeding with Community Health Care Systems (the Authority's tenant) as the applicant. Letters from the community have been sought and all parties involved feel the request will be successful. Other parties include Dr. Jean Sumner of Mercer Medical School, Ninfa Saunders of Navicent Health, Rep. Bubber Epps and Sen. David Lucas.

SIGN QUOTES – The electrical wiring for the sign has been repaired and lights are now on a timer for evening hours. A quote to have the Development Authority's name added to the sign was presented from Santech Imaging for a cost of \$350 to do both sides. A motion was made by Mr. Ashby to approve the expense, seconded by Chairman Fincher. Unanimous Vote of the six members present. Motion Carried.

GDOT OFFER – this issue will be discussed in Executive Session.

CITY OF JEFFERSONVILLE - Mrs. Nobles, Mrs. Wimberly and Mr. Height, along with Mrs. Sherling, attended the Feb. 8, 2016 meeting of City Council. Mayor Pro-tem, Mrs. Annie Williams, stated that council was well-pleased with the representation for the City.

REQUIRED TRAINING – Mrs. Nobles, Mrs. Wimberly, Mr. Stephens and Mrs. Sherling will attend training on March 9 at The Guardian Center in Perry, GA as required by law. The training is sponsored by Seyfarth Shaw and there is no cost other than mileage to and from the training location.

EXECUTIVE DIRECTOR'S REPORT:

PROJECT IMPORT – Mrs. Sherling reported that the project is still moving forward. Foreign travel has delayed the visitors but appears to be progressing at this time.

207 BULLARD – Prospects for the building have slowed. There is one active prospect at this time.

EXECUTIVE SESSION:

Mr. Ashby made a motion to enter Executive Session for purposes of personnel, real estate or legal advisement. Mr. Height seconded. Unanimous Vote of the six members present. Motion Carried. The Authority entered executive session at 7:45 PM.

The Authority returned to Open Session at 7:55 PM. Mr. Ashby made a motion to approve the action taken in Executive Session, seconded by Mr. Height. Unanimous Vote of the six members present. Motion Carried.

ADJOURN: Mrs. Nobles made a motion to adjourn. Mrs. Wimberly seconded. Unanimous Vote of the six members present. Motion Carried. The meeting ended at 7:57 PM.

Mr. Jerry Fincher, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer