

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING
February 22, 2018**

6:30 P.M. Development Authority Office

PRESENT: Mr. Douglas Chance, Chair; Mr. Donald Floyd, Vice-Chair; Mrs. Cindie Nobles, Secretary-Treasurer; Mr. Eddie Stephens, Mrs. Louise Wimberly, Board Members. Mr. Michael Scott Sinclair – new board member. Mrs. Judy Sherling, Executive Director, Mr. Kevin Brown, Attorney. Absent: Mrs. Edna Roberts, Board Member.

INVOCATION: Mr. Donald Floyd

VISITORS: Patrick Floyd

MINUTES: Mrs. Nobles made a motion to approve the Minutes of the January 25, 2018 Meeting as presented with a second by Mr. Stephens. Unanimous Vote of the six members present. Motion Carried.

TREASURER'S REPORT: Mrs. Wimberly made a motion to approve the January 31, 2018 Treasurer's Report as presented. Mr. Floyd seconded. Unanimous Vote of the six members present. Motion Carried.

APPOINTMENTS: There were no appointments.

NEW BUSINESS:

Seating of new member: The new City Appointee, Michael Scott Sinclair, was officially welcomed and seated as a member of the board. He has signed a non-disclosure agreement and will attend training on Mar. 7 in Macon. Mrs. Sherling will attend, as well, to answer any questions Mr. Sinclair might have during the SideBar session.

Election of 2018 Officers – the annual election of officers was conducted with the following re-elected for their positions and will serve until February 2019:

Chair – Douglas Chance was nominated by Mrs. Nobles, seconded by Mrs. Wimberly. Unanimous Vote of the six members present. Motion Carried.

Vice-Chair – Donald Floyd was nominated by Mrs. Nobles, seconded by Mr. Stephens. Unanimous Vote of the six members present. Motion Carried.

Secretary-Treasurer – Cindie Nobles was nominated by Mrs. Wimberly, seconded by Mr. Stephens. Unanimous Vote of the six members present. Motion Carried.

Assistant Secretary-Treasurer – Louise Wimberly was nominated by Mr. Floyd, seconded by Mrs. Nobles. Unanimous Vote of the six members present. Motion Carried.

Cobra Band donation – after much discussion and advice from Attorney Brown, the decision of the Board was to give \$600 to the Twiggs County Board of Education to be used toward the expense of sending the Twiggs County High School Cobra Band to march in the July 4 Parade in Washington, DC. The Cobra band is the only Georgia band to be invited to participate in the 2018 Parade. Mr. Floyd made the motion, seconded by Mrs. Nobles. Unanimous Vote of the six members present. Motion Carried.

Parks and Trails project – Mrs. Sherling explained the upcoming project to apply for a 2020 Parks and Trails grant along with a possible CDBG from the County and City to find the funding to create a walking trail around the pond at Hendricks Park. This project would include the construction of restrooms and parking areas. In addition, there is some possibility of obtaining the old gym building at 207 Bullard to turn into a community center. At the request of the county, Mrs. Sherling will facilitate the discussions around this project. An engineer at Williams and Associates will prepare a draft layout for inclusion in the future grant request. Middle GA Regional Commission will assist with the grant preparation. No action is needed at this time.

Road Dedication – Mrs. Sherling noted that an event is in the planning stages to celebrate the completion of the Equity project. She is working to obtain donations of materials to construct a simple pavilion at the site. A budget will be needed for food. She will prepare a more detailed plan for presentation at the March meeting.

ONGOING BUSINESS:

EQUITY grant update – The permit has been obtained from GDOT to begin the road work but nothing has been done to date. She will continue to follow up on with the engineers.

Update for 14072 US80 building

Mrs. Sherling reported the following updates:

- The State Properties Commission has signed a simple extension of its lease through the next four months. The county has received one test back with negative results. The second test could take four to six weeks. We anticipate DFCS will remain in Unit A through April.
- Unit B's wiring in the ceiling has been repaired and all other units inspected with no further work needed. The tenant has been advised to leave the heat and air running at all times to prevent further problems.
- The building has an opening at the end cap where squirrels are getting into the attic. Mrs. Sherling asked that she be allowed to contact a contractor to make needed repairs at the building. Mr. Floyd made a motion that a building maintenance fund be set with a \$500 limit for any repairs Mrs. Sherling finds are needed. The Board also agreed that Bill Powlas be asked to serve as the building's on-call maintenance person. Mr. Stephens seconded the vote. Unanimous Vote of the six members present. Motion Carried.

County Retreat – Mrs. Sherling reported that at least 34 will attend the county retreat at this office on Wednesday, Feb. 28. She asked for permission to purchase lunch from Subway. Mrs. Nobles made a motion to spend up to \$225 for the meal. Mr. Sinclair seconded. Unanimous Vote of the six members present. Motion Carried.

Debit/credit card – Mrs. Sherling reported that the Bank of Dudley has asked for new forms. The forms were completed at this meeting to be returned asking for a \$5000 limit on the card. Mrs. Sherling will notify the officers when she is using the card and obtain permission before spending more than \$500 on any single purchase or in any single month.

Computer – Mrs. Sherling noted that there are issues with her computer. Since the Authority budget includes \$2,000 for new computer equipment, she will obtain a quote from Prestige Computer Solutions to purchase a new tower and a new printer as long as the cost remains under the \$2,000 already budgeted for this purchase.

EXECUTIVE DIRECTOR'S REPORT

Project Solar 2017 – This project has now been publicly announced and papers are being finalized with an addendum to be executed at this meeting. Attorney Brown presented information on the changes needed. Mrs. Nobles made a motion to approve the First Amendment to the MOU and to authorize the chair to sign with minor revisions per the Authority's attorney. Mr. Sinclair seconded. Mrs. Sherling reported that the pen order has been received and was included with the gifts to statewide project managers. She noted that the number of employees at the department has now increased to over 100 and asked for an additional 50 mugs. She will obtain the price and send to the officers for approval.

Project Solar 2018 – the project manager re-scheduled the February meeting and will hopefully be in the county in the near future.

Atlanta trip – Mrs. Sherling visited the Department of Economic Development on Monday, Feb. 19 and handed out gifts to project managers and support staff. She will return with additional gifts for the increased staff members at a later date.

Marketing – Mrs. Sherling reported that the pen order has been received and was included with the gifts to statewide project managers. She noted that the number of employees at the department has now increased to over 100 and asked for an additional 50 mugs. She will obtain the price and send to the officers for approval.

Motel and adjoining land – Mrs. Sherling noted that the hotel may need to tie into the county's solid waste treatment plant as there is some movement on the Malone-Petree tract behind the hotel. The Malone-Petree tract is being divided into six separate tracts for future development. Mrs. Sherling will continue to monitor and assist where needed.

Prospect – Mrs. Sherling noted that there has been no further communication from the prospect seeking land for a container yard. She will continue to reach out to the prospect.

- **EXECUTIVE SESSION** – no executive session was needed at this meeting.

ADJOURN: Mrs. Nobles made a motion to adjourn. Mr. Stephens seconded. Unanimous Vote of the four present. Motion Carried. The meeting ended at 8:14 PM.

Mr. Douglas Chance, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer