

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING
January 25, 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, Board Members. Mrs. Judy Sherling, Executive Director, Mr. Kevin Brown, Attorney. Absent: Mrs. Louise Wimberly, Mrs. Edna Roberts, Board Members.

INVOCATION: Mr. Eddie Stephens

VISITORS: Patrick Floyd

MINUTES: Mr. Stephens made a motion to approve the Minutes of the November 30, 2017 Meeting as presented with a second by Mr. Floyd. Unanimous Vote of the four members present. Motion Carried.

TREASURER'S REPORT: Mr. Floyd made a motion to approve the December 31, 2017 Treasurer's Report as presented. Mr. Stephens seconded. Unanimous Vote of the four members present. Motion Carried.

APPOINTMENTS: There were no appointments.

NEW BUSINESS:

Bathroom Renovation – Mrs. Nobles made a motion to ratify the action taken to place new flooring and vanity in the bathroom at a cost of \$2,015. Mr. Stephens seconded. Unanimous Vote of the four members present. Motion Carried.

New Tables and Chairs – Mr. Stephens made a motion to ratify the action taken to purchase new tables and chairs for the conference room. At a cost of \$585.12. Mrs. Nobles seconded. Unanimous Vote of the four members present. Motion Carried.

HVAC Repairs – Mrs. Nobles made a motion to approve the expense for emergency HVAC repair in Unit A at a cost of \$269 with service provided by Sappe Heat & Air of Gordon. Mr. Stephens seconded. Unanimous Vote of the four members present. Motion Carried.

ONGOING BUSINESS:

EQUITY grant update – Draw #3 for \$40,736.25 has been processed and submitted for payment. An invoice from Richardson, Garrettson and Associates for \$2,538.53 was approved for payment with an additional invoice for extra work done to be held until the end of the project. Motion by Mr. Floyd, second by Mr. Stephens. Unanimous Vote of the four members present. Motion Carried.

Additional discussion revolved around issues with the Georgia Department of Transportation and the work done by the engineers. Mrs. Sherling reported that Rep. Epps had been asked to intercede on behalf of the Authority and the EQUITY project.

Progress report for 14072 US80 building

Mrs. Sherling reported the following updates:

- The DFCS building continues to have issues so the State Properties Commission has asked to extend the lease on a month-to-month basis for up to four months.
- In addition, Unit A had no heat during one of the recent cold weather so service was needed. The problem was exposed wiring due to squirrels or mice. Repairs were made.
- The Authority's exterminator was asked to make a special trip to service Unit A to remove a dead rodent with the cost to be reimbursed by DFCS. Mrs. Nobles made a motion to approve paying the additional \$50 service call, seconded by Mr. Stephens. Unanimous Vote of the four members present. Motion Carried.
- While onsite for repairs to Unit A's HVAC unit, Sappe's Heating and Air technician also found exposed wiring in Unit B. A week later, the tenant called to say there was no heat. It was discovered that she was turning off all power to the HV AC system when they were not meeting. The technicians repaired the wiring outside Unit B with plans to come back at a later date to check all units for exposed wires that could be a fire

hazard. The tenant was advised to leave the HVAC system turned on at all times, even if the thermostat is adjusted up or down to minimize the power usage.

- Mrs. Sherling was able to purchase pre-made curtains for a cost of \$242.95. Since this is lower than the amount approved, no further action was needed.

EXECUTIVE DIRECTOR'S REPORT

Project Solar 2017 – Mrs. Sherling reported that visitors from First Solar will be at this office Feb. 8 to meet with county officials.

Project Solar 2018 – the project manager is scheduled to visit in February.

Dominion – Dominion Power paid the first of the required annual bond fees in December 2017. They will be invoiced annually.

Debit/credit card – Mrs. Sherling reported that the Bank of Dudley will issue a credit card to the Authority with Mrs. Sherling and Mrs. Nobles as authorized users. Forms were presented for signatures.

Atlanta trip – travel to Atlanta was postponed due to the unusually cold and icy weather. Mrs. Sherling will visit the city on February 19 for the GEDA meeting and take gifts to the project managers at that time.

Marketing – Mrs. Sherling asked for approval to re-stock the Authority's pens at a cost of \$201.94. Mrs. Nobles made a motion to approve, seconded by Mr. Floyd. Unanimous Vote of the four members present. Motion Carried.

Prospects – Mrs. Sherling reported that information has been sent to a prospect interested in seeing Twiggs County grow. The prospect has connections with several California companies looking to move East. She also reported that Atlanta is in the Top 20 for consideration by Amazon as a second headquarters. Should the company locate in Atlanta, it would mean most other projects would look further south for sites. Additionally, a Realtor and her partner from Atlanta visited the office with plans to develop land located near Exit 18 in Twiggs County.

- **EXECUTIVE SESSION** – Mr. Stephens made a motion to enter into Executive Session for discussion of real estate, seconded by Mrs. Nobles. The Board entered Executive Session at 7:26 PM and returned to Open Meeting at 7:32 PM. Mrs. Nobles made a motion to proceed as discussed in Executive Session, seconded by Mr. Stephens. Unanimous Vote of the four members present. Motion Carried.

ADJOURN: Mrs. Nobles made a motion to adjourn. Mr. Stephens seconded. Unanimous Vote of the four present. Motion Carried. The meeting ended at 7:37 PM.

Mr. Douglas Chance, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer