

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING
July 27, 2017**

6:30 P.M. Development Authority Office; invocation by Chairman Chance.

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

VISITORS: Mr. Kelvin Lewis.

MINUTES: Mr. Stephens made a motion to approve the Minutes of the June 15, 2017 Called Meeting as presented with a second by Mr. Height. Unanimous Vote of the six members present. Motion Carried.

TREASURER'S REPORT: Mr. Floyd made a motion to approve the June 30, 2017 Treasurer's Report as presented. Mr. Stephens seconded. Unanimous Vote of the six members present. Motion Carried.

APPOINTMENTS: There were no appointments.

NEW BUSINESS:

Work at new building – Mrs. Sherling presented a list of anticipated expenses related to the renovation of the new building. The largest expense was for construction in Unit D to include new walls, flooring and paint as well as the addition of a kitchen sink. Mr. Stephens made a motion to approve the quote from AWT not to exceed \$22943.50. Second by Mr. Floyd. Unanimous Vote of the six members present. Motion Carried.

Next, Mr. Height made a motion to approve additional expenses including cleaning of the building, changing of the signs, moving the computers, fire extinguishers, increase in insurance for coverage of the building and monthly utility expense. Second by Mr. Stephens. Unanimous Vote of the six members present. Motion Carried.

Other expenses to be approved with a future vote include an exterminator and fire/security system installation or relocation from current office. Mrs. Sherling will obtain quotes for approval at the August meeting.

Approval of tenants for Unit A: Mrs. Sherling presented a contract from the State Properties Commission to lease unit A for six months for re-location of the DFCS staff while problems at their current building are being rectified. The lease is for \$750 per month. Mr. Stephens made a motion to approve the lease agreement unless major modifications are required totaling over one month's rent pending final closure on the building and inspection of the unit by the State Fire Marshall inspector. Second by Mr. Height. Unanimous Vote of the six members present. Motion Carried.

Approval of existing tenant for Unit B: Mrs. Sherling presented the issues concerning the New Life Outreach Ministry and Pastor Delores Jones now occupying Unit B. It was agreed that the rent would continue at \$600 as was relayed by The Summit Group for six months. She will be required to sign a lease and present a letter from the IRS stating the non-profit status of the group as well as proof of insurance.

Mr. Height made a motion to allow the chair to sign this lease when prepared by Attorney Brown. Second by Mr. Floyd. Unanimous Vote of the six members present. Motion Carried.

Letter from County Commission: Mrs. Sherling presented a letter written on July 20, mailed on July 25 and received on July 26. In the letter, the County Commission requested the Authority pay the next two bond payments totaling over \$105,000, forego the next two quarterly payments totaling \$22,500 and pay the phone bill from July through December for an estimated amount of \$1200. After discussion by the Authority, it was decided that a letter of response should be sent notifying the County Commission that payment of the bonds using proceeds of the bonds would not be legally allowed and cannot be done. The Authority further approved the delay of the two quarterly payments of the annual appropriation until such time as the tax receipts allow the county to make the payments but no later than Dec. 31, 2017. It was noted that the County has already reduced the annual appropriation from \$60,000 to \$45,000. Finally, the Authority approved payment of the phone bill from July through December. Mr. Height made a motion to send a response noting the items as discussed. Second by Mrs. Nobles. Unanimous Vote of the six members present. Motion Carried.

ONGOING BUSINESS:

EQUITY Grant update: Mrs. Sherling reported that the newspaper ad is now running to request bid proposals. Bids will be opened August 21 and presented for a vote by the Authority at the August 24 meeting. Work will begin around the middle of September with an early January completion date. No action is needed.

Letter of Commitment from CHCS: The CEO for Community Healthcare has signed and returned the requested letter of commitment that they will take occupancy of the entire facility at 101 Watson Dr. as of Sept. 1 at the terms specified by the Authority. No further action is needed at this time beyond preparation of a revised lease agreement by Attorney Brown to be executed prior to Sept. 1, 2017.

Closing on new building: After careful negotiations over the past four or five months and deliberations in Executive Session as allowed by law for real estate matters, the Development Authority reached final agreement on the purchase of the building located at 14072 US 80 in downtown Jeffersonville. Mrs. Roberts made a motion, seconded by Mr. Height, to authorize the Chair and Secretary to sign all documents necessary to close on the purchase of 14072 US 80 from Sellers Enterprises for a purchase price of \$110,000 on or before July 31 or a reasonable time thereafter with a like kind contribution of the difference between the sale price of \$110,000 and the appraised price of \$280,000 from the seller. Unanimous Vote of the six members present. Motion Carried.

HVAC repair: Mrs. Sherling reported that the HVAC system required repair work to be done as the inside air handler condensation was over-flowing the retention tubs and the drain line was stopped up. A plumber will be needed to repair the line or it can be placed through the wall to drain directly outside. Mrs. Sherling will get quotes on the cost of the repair for consideration at the August meeting.

EXECUTIVE DIRECTOR'S REPORT

Project Avi – Mrs. Sherling reported that there is a prospect interested in locating in the County. She suggested that further discussion involving real estate be taken to Executive Session.

Update from City and County meetings – the City is working to address several issues including the fire service ISO rating and the upcoming budget sessions where Mrs. Sherling will offer assistance. The County issues are much more serious and were discussed in the meeting related to the letter received from the County. Mrs. Sherling will continue to assist both entities as requested by Commission or Council.

EXECUTIVE SESSION –

Mr. Stephens made a motion to enter into Executive Session. Second by Mr. Height. The Authority entered into Executive Session at 8:20 PM at which time Mr. Lewis exited the building.

Mr. Height made a motion to return to Open Session, seconded by Mr. Stephens, at 8:30 PM. Once in Open Session Mrs. Roberts made a motion to proceed as discussed in Executive Session. Second by Mr. Height. Unanimous Vote of the six members present. Motion Carried.

ADJOURN: Mrs. Nobles made a motion to adjourn. Mrs. Roberts seconded. Unanimous Vote of the six present. Motion Carried. The meeting ended at 8:34 PM.

Mr. Douglas Chance, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer