

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING**

April 25, 2019

6:30 P.M. Development Authority Office

PRESENT: Mr. Douglas Chance, Chair; Mr. Donald Floyd, Vice-Chair; Mrs. Cindie Nobles, Secretary-Treasurer; Mrs. Louise Wimberly, Board Members. Mrs. Judy Sherling, Executive Director, Mr. Kevin Brown, Attorney. Absent: Mr. Eddie Stephens, Mr. Michael Sinclair, Ms. Jessica Walden, Board Member.

INVOCATION: Mr. Donald Floyd

VISITORS: Patrick Floyd, Laura Gallemore, Annette Stephens, Estella Sams

ANNOUNCEMENTS: Guests were introduced and welcomed to the meeting.

MINUTES: Mrs. Wimberly made a motion to approve the Minutes of the March 31, 2019 Meeting as presented with a second by Mr. Floyd. Unanimous Vote of the four members present. Motion Carried.

TREASURER'S REPORT: Mrs. Wimberly made a motion to approve the January 31, 2019 Treasurer's Report as presented. Mr. Floyd seconded. Unanimous Vote of the four members present. Motion Carried.

APPOINTMENTS: There were no appointments.

NEW BUSINESS:

- Sign work – Mrs. Sherling reported that the power pole will be installed during the week of April 29. She asked for approval to purchase four (4) posts (6x6x12) and 2 gallons of reflective yellow paint from Jeffersonville Hardware for an approximate cost of \$220. Randy Spires will install the posts when he installs the power pole for a cost of \$240. Total anticipated cost will be approximately \$480. Mr. Floyd made a motion to approve the purchase and installation, seconded by Mrs. Wimberly. Unanimous Vote of the four members present. Motion Carried.
- Employee expense – following a discussion about the expenses Mrs. Sherling has been incurring and claiming on her personal taxes, Mrs. Nobles made a motion to approve mileage to and from the June HDCI workshop in Gainesville along with other miscellaneous expenses that might be incurred for meals. A grant will pay registration and hotel expense. Mrs. Wimberly seconded. Further discussion of expenses such as the \$45 meal expense for GEDA will be discussed at a future meeting. Unanimous Vote of the four members present. Motion Carried.
- Nike Rd agreement – Mrs. Sherling presented a proposal from the County to use the Nike Rd property to grind up old concrete for gravel to be used in the county. In return, the same company will grind up all old concrete on the Nike Rd tract and will clear the land for the Authority. Mr. Floyd made a motion to ratify a phone agreement of the Development Authority Executive Board, seconded by Mrs. Wimberly. Unanimous Vote of the four members present. Motion Carried.
- Lights – Mrs. Sherling presented a proposal to change out non-working lights in Unit D for LED systems with two to go in Mrs. Sherling's office and one in the kitchen. The working ballast now in Mrs. Sherling's office will be moved to the front meeting room. The cost is approximately \$80 per kit or \$240 plus the cost for Electrician Spires to install them. Unanimous Vote of the four members present. Motion Carried.

ONGOING BUSINESS:

- EQUITY grant update - Mrs. Sherling reported that all work has been done and there is approximately \$2040 remaining in the grant funds. She presented a plan to contract with the county to do four cuttings per year (up to a maximum of the amount remaining in the grant) if this expense is approved by OneGeorgia and the County agrees. Mrs. Sherling will discuss further with Kimberly Lowe and the County to finalize the agreement. Mr. Floyd made a motion to move forward subject to approval at the State level. Mrs. Wimberly seconded. Unanimous Vote of the four members present. Motion Carried.
- GRAD certification – Mrs. Sherling announced that she is now finalizing documents for the DropBox files. She presented a portion of the documents for approval with board members making necessary changes. Mr. Floyd made a motion to submit as discussed. Mrs. Nobles seconded. Unanimous Vote of the four members present. Motion Carried.
- Road – Mrs. Sherling presented a need to move the road dedication to later in the year in order to avoid summer vacations and to give time to finalize the GRAD application. At that time, the Authority will need to order a street sign that will cost approximately \$66.80 unless the County agrees to order the sign, post and bracket.

- **Cleaning Service** – Mrs. Sherling noted that the current cleaning service, L&D Enterprise, has not been maintaining the office since they are no longer cleaning Unit A, as well. They did clean the outside grounds. They have not presented invoices. The Authority will wait to see how May is handled before making a final decision.
- **Office space** – Mrs. Sherling brought to the board’s attention the need for temporary office space for a real estate company interested in helping to develop downtown Jeffersonville, in particular, the sale of Piggly-Wiggly. Mrs. Wimberly made a motion to allow the company to use the outside office for \$100 per month or terms that are agreeable to the party over that amount. Mrs. Sherling is to ask for a proposal from the company. The motion was seconded by Mr. Floyd. Unanimous Vote of the four members present. Motion Carried.

EXECUTIVE DIRECTOR’S REPORT:

Mrs. Sherling gave the following updates –

Unit A – Mrs. Sherling announced that we now have a temporary agreement signed by the County that has been forwarded to the Auditor. The agreement is good through the end of 2019.

Inland Port – the next meeting of the Inland Port regional committee will be May 13.

Projects - Mrs. Sherling reported that there has been no new activity or updates in project activity since the March meeting.

Regional Leadership – Mrs. Sherling reported that she attended the March session in Milledgeville and the April session in Forsyth.

First Solar – Mrs. Sherling reported that EMA Director Jack Wood has been very helpful in obtaining a variance to the fire ban so that First Solar can continue to clear the land for the solar project.

Dominion – the annual payment is due by July 1 and has been invoiced.

CGJDA – Attorney Brown and Mrs. Sherling reported that no further action has been taken by the County to appoint a fourth member to the Joint Development Authority. It is this board’s desire that Mrs. Sherling be appointed to that board.

Vacation reminder – Mrs. Sherling reminded the board that she will be out of the office May 7- 9, as approved at the March meeting, for vacation.

EXECUTIVE SESSION – No executive session was needed.

ADJOURN: Mrs. Wimberly made a motion to adjourn, seconded by Mrs. Nobles. Unanimous Vote of the four members present. Motion Carried. The meeting ended at 7:46 PM.

Mr. Douglas Chance, Chairman

Mrs. Cindie Nobles, Secretary-Treasurer