

**DEVELOPMENT AUTHORITY OF THE CITY
OF JEFFERSONVILLE AND TWIGGS COUNTY
REGULAR MEETING
May 28, 2020**

6:30 P.M. Development Authority Office via GoToMeeting

PRESENT: Mr. Douglas Chance, Chair; Mrs. Cindie Nobles, Secretary-Treasurer; Mrs. Judy Sherling, Executive Director. Attending by phone: Mr. Donald Floyd, Vice-Chair; Mrs. Louise Wimberly, Mr. Eddie Stephens, Mrs. Tabitha Little, Mr. Dale Lumley. Board Members. Mr. Kevin Brown, Attorney.

INVOCATION: Mr. Donald Floyd

VISITORS: Laura Mathis, Brooks Forsell, James Tidwell, by phone; also attended by unknown callers 07, 08 and 09

ANNOUNCEMENTS: Chairman Chance welcomed new board member, Dale Lumley, to the Development Authority board to begin his term.

APPOINTMENT 1 – Laura Mathis, Middle GA Regional Commission to discuss updated GRAD certification requirements: Mrs. Mathis updated the board about a new way to file documents to apply for GRAD certification. The new requirements have been instituted by Lindsey Martin with the Georgia Dept of Economic Development. Mrs. Mathis then explained that we have two options – to continue to certify the original 54-acre tract or to spend additional funds to certify the entire 500-acre tract. Following discussion on the topographic map versus other work that would be required to do the entire 500 acres, the board determined that we need to continue as originally planned in order to complete the certification as soon as possible. Mrs. Mathis proposed an option to wait until the recently completed LIDAR study is back and have MG-RC do the map at no charge but with no guarantee on a date the data will be returned. The other option is to ask for Informal Written Quotes from at least three engineering firms in order to have the work done as soon as possible. Mrs. Little made a motion to authorize Chairman Chance and Mrs. Sherling to spend up to \$7,000 without further action to have the remaining topographical work done. Mr. Stephens seconded. Unanimous Vote of the seven members present. Motion Carried.

APPOINTMENT 2 – Brooks Forsell with LoopNet / CoStar presented a proposal to add a silver package for the 54-acre I-16 tract to the currently-running LoopLink package we have in place now. This would allow for a monthly email to be sent out by Mrs. Sherling to selected LoopNet contacts and site selectors looking for land in Georgia. The cost is an additional \$99 per month and the package can be transferred to another property should the selected lot sell or be taken off the market. Mrs. Nobles made a motion to approve, seconded by Mrs. Little and Mrs. Wimberly. Unanimous Vote of the six members present. Motion Carried.

APPOINTMENT 3 – Meredith Lipson with Mauldin & Jenkins presented the preliminary findings for the 2019 Audit. She reported the various financials of the Authority and noted that all deposits are covered by FDIC. The Authority has capital assets of \$3.4M. The audit had no findings or recommendations and was issued a clean opinion. Mr. Stephens made a motion to accept the audit upon completion, seconded by Mrs. Nobles. Unanimous Vote of the six members present. Motion Carried.

MINUTES: Mrs. Little made a motion to approve the Minutes of the January 23, 2020 scheduled Meeting as presented with a second by Mrs. Wimberly. Unanimous Vote of the seven members present. Motion Carried.

TREASURER’S REPORT: Because no meeting has been held since January 23, there were four months’ Treasurer Reports to approve, including...

- **January 31, 2020** - Mr. Floyd made a motion to approve the January 31, 2020 Treasurer’s Report as presented. Mr. Stephens seconded. Unanimous Vote of the seven members present. Motion Carried.
- **February 29, 2020** – Mrs. Little made a motion to approve the February 29, 2020 Treasurer’s Report, seconded by Mr. Stephens. Unanimous Vote of the seven members present. Motion Carried.
- **March 31, 2020** – Mr. Floyd made a motion to approve the March 31, 2020 Treasurer’s Report, seconded by Mrs. Little. Unanimous Vote of the six members present. Motion Carried.
- **April 30, 2020** – Mrs. Little made a motion to approve the April 30, 2020 Treasurer’s Report, seconded by Mr. Stephens. Unanimous Vote of the six members present. Motion Carried.

NEW BUSINESS:

- Proposed building concept: Mrs. Sherling presented a conceptual plan that would allow added space for the medical building owned by the Development Authority. A speculative budget was presented to show that a \$100,000 building

leased to Community Health Care Systems would reach break-even in a little over 4 years. Should this project move forward, the Authority would construct only the shell of the building. The inside of the building would be left to Community Health Care to design, finish out and utilize space to their required specifications if they are able to receive a grant to cover the costs. The Authority discussed the concept and asked Mrs. Sherling to reach out to multiple companies to obtain costs for possible construction to be presented at the next scheduled meeting.

- Mrs. Sherling presented the possibility of having the remaining Authority-owned lands timbered and clear-cut with all debris to be removed or burned. Again, the Authority directed Mrs. Sherling to obtain costs associated with cruising the timber and to have a called meeting, if needed, to approve.
- Mrs. Sherling presented a conceptual layout for sub-dividing the 259-acre Hillandale tract as well as the SR96 tract once the trees are removed. Additionally, an access road would be needed as a buffer between development and the county-owned sewer line. This road would also serve as an additional buffer between development and any possible wetland encroachment at Richland Creek. Mrs. Sherling will continue to gather information on this proposal before any final approval vote at a future meeting.

ONGOING BUSINESS:

- **RATIFICATIONS** – There have been several actions that were necessary between the January and May meetings that could not be brought to a meeting due to the COVID-19 shelter-in-place orders, including...
 - Cancellation of the March meeting – Mrs. Little made a motion to cancel, seconded by Mr. Stephens, Unanimous Vote of the seven members present. Motion Carried.
 - Dirt removal – Mrs. Sherling announced that the lot on SR96 cleared by McCoy Grading required a final sign-off. With acknowledgement by the chairman, Mrs. Sherling met County Chair Ken Fowler and Operations Director Jack Wood at the site to approve the final close-out of the work done. Mrs. Nobles made a motion to approve this action, seconded by Mrs. Wimberly. Unanimous Vote of the seven members present. Motion Carried.
 - During the national emergency, it became apparent that in-office meetings would not be possible for the near future. Mrs. Sherling asked for permission to go ahead and contract for 1 year of service through GoToMeeting in order to get a discounted price of \$144 per year (\$12 / month annualized). Mrs. Wimberly made a motion to approve, seconded by Mrs. Little. Unanimous Vote of the seven members present. Motion Carried.
 - Unit C's HVAC unit needed repair of a fan. The cost was \$413 done by our standing service provider, Sappe Heat & Air. Mr. Stephens made a motion to approve, seconded by Mrs. Nobles. Unanimous Vote of the seven members present. Motion Carried.

EXECUTIVE DIRECTOR'S REPORT:

Mrs. Sherling gave the following updates –

- A new collaborative – Live Well Twiggs – is underway managed through the Rural Health Innovation Center at Mercer University. Teams have been selected and projects are underway including a health resource guide, assistance at local food banks and a long-range goal to work with Community Health Care to secure funds for a health education center.
- Projects – Project SDS is under construction but has had some permitting issues with the county. Mrs. Sherling has assisted with those issues. Also, Mrs. Sherling is advising a small solar company who will submit a proposal for the latest RFPs issued by GA Power.
- County Sewer – Mrs. Sherling is working with Jack Wood to expand the county sewer to serve Project SDS. Middle GA Regional Commission is assisting with grant-writing. The county has selected Ingram and Associates as the engineer for the expansion project.
- Mrs. Sherling asked the Authority to re-visit the 2020 meeting schedule. The next scheduled meeting will be July 23 unless a called meeting is needed in June.
- Mrs. Sherling presented an update on economic development activities as presented on various zoom calls with region and state partners and stakeholders.

EXECUTIVE SESSION – there was no need for an Executive Session.

ADJOURN: Mrs. Nobles made a motion to adjourn, seconded by Mrs. Little. Unanimous Vote of the seven members present. Motion Carried. The meeting ended at 8:05 PM.