



117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884
www.putnamdevelopmentauthority.com

Minutes

Monday, November 9, 2020 ♦ 9:00 AM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Monday, November 9, 2020 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

PRESENT

Chairman Walt Rocker III
Member Patty Burns
Member Mylle Mangum
Member John Wojtas

OTHERS PRESENT

Attorney Kevin Brown
Interim Economic Development Director Pat Topping
County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Rocker called the meeting to order at approximately 9:00 a.m. He announced that Member Eugene Smith had resigned from the board.
(Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes

- a. October 19, 2020 Regular Meeting
- b. October 19, 2020 Executive Session

Motion to approve the October 19, 2020 Regular Meeting and Executive Session minutes.

Motion made by Member Wojtas, Seconded by Member Mangum.

Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Wojtas

Financials

3. Approval of Financials - October 2020

Chairman Rocker advised that Rebekah Coker is up & running and processing things on Tuesdays.

Member Burns advised that she met with Rebekah and signed a couple of checks. She also checked with Farmers & Merchants Bank and the current checking account is non interest bearing; we would have to switch to a money market account to earn interest and the interest rate is very low.

Chairman Rocker also advised that the bank will allow us to give them a letter or resolution with the authorized signatures instead of everyone having to go to the bank in person. He asked Attorney Brown to draw this up. Attorney Brown requested a template or example from the bank.

Motion to approve the October 2020 Financials.

Motion made by Member Burns, Seconded by Member Wojtas.

Voting Yea: Chairman Rocker, Member Burns, Member Wojtas (Member Mangum was unable to communicate at this time)

(Copy of financials made a part of the minutes.)

Reports

4. Interim Economic Development Director Report

Interim EDD Topping reported the following: (copy of report made a part of the minutes.)

- Project Activity
 - Project Club – Manufacturing – still active
 - Project Bailey – Active – Investment and jobs TBD
 - Project Noodle – Active – Manufacturing – 40 jobs – Investment TBD
- South Industrial Park GRAD Certification Status
 - GRAD Select Certification process continues – 11 letters of support drafted
- Existing Industry Activity
 - UFP – Corporate realignment will add jobs in 2021
 - Bluestem – plans to add jobs in 2021
 - Interfor – \$95M expansion to finish in 2021
- Job Tax Credit Carryover Program
 - Zoom calls held on 10/21 and 10/27
 - Interfor, Aalto Scientific, and Cosmo Cabinets participated
- Branding Campaign
 - Goal is to develop a plan that will guide PDA to enhance the branding and website to attract interest from State Project Managers and companies interested in locating in the Southeast
- Marketing/Website Analytics & Info
 - Website
 - 82% new visitors
 - 18% returning visitors
 - Pageviews 1575 (decrease 32%)
 - Middle GA Economic Alliance (MGEA) Analytics
 - 352 users
 - 311 new users

- 436 sessions
 - 1081 pageviews
 - Georgia CEO Video Interview
 - Video promoting Eatonton-Putnam County posted to PDA website
- Social Media
 - 621 Facebook Followers
 - 93 Linked-In Followers
 - 295 Instagram Followers
 - 38 Twitter Followers
- Events Attended and Upcoming Events

Regular Business

5. Budget Discussion and possible action

Chairman Rocker reminded the board that the original approved budget was \$181,000 and the PDA is only getting \$80,000 from the county. He said he has been told by the commissioners that if additional funding is needed, to just ask. He asked the board if they want to revise the budget or just plan on funding from the reserves and/or asking the county. He asked EDD Topping and Member Burns to circulate the budget for everyone to review and discuss at the next meeting. No action was taken.

6. Bank Account Information

This was discussed during item #3. Two payments have been received from the county and they have been deposited in the reserve account. No action was taken.

7. Branding / Identity / Direction

This was discussed during item #4. No action was taken.

Other Business

8. Other Business

Chairman Rocker advised that he received modification paperwork from GDOT regarding the Option for Right of Way for the Rock Eagle Technology Park property signed back in August. He will forward to Attorney Brown for review. No action was taken.

Next Meeting Items

9. Next Meeting Items

FY21 Budget

Executive Session

10. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate

Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4 for Litigation and Real Estate.

Motion made by Member Wojtas, Seconded by Member Burns.

Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Wojtas

Meeting closed at approximately 9:38 a.m.

11. Reopen Meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting

Motion to reopen the meeting and execute the Affidavit concerning the subject matter of the closed portion of the meeting.

Motion made by Member Mangum, Seconded by Member Burns.

Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Wojtas
(Copy of affidavit made a part of the minutes.)

Meeting reopened at approximately 10:36 a.m.

12. Action, if any, resulting from Executive Session

Motion to authorize Paul Simonton to (i) confirm proposal specifications of the replacement contractor as discussed in executive session, (ii) share results with members by email, and (iii) subject to receiving email confirmation from members, then provide the notice to proceed on the PDA's behalf to the replacement contractor for the SIP project with a maximum contract price of \$131,840.00, with the Chairman authorized thereafter to sign the contract.

Motion made by Member Wojtas, Seconded by Member Mangum.

Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Wojtas

Closing

13. Adjournment

Motion to adjourn the meeting.

Motion made by Member Burns, Seconded by Member Mangum.

Voting Yea: Chairman Rocker, Member Burns, Member Mangum, Member Wojtas

Meeting adjourned at approximately 10:38 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Walt Rocker III
Chairman