



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

Minutes

Monday, November 13, 2017 ♦ 9:00 AM

Putnam County Administration Building – Room 204

The Putnam Development Authority met on Monday, November 13, 2017 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia

PRESENT

Chairman Lynward Lindsey
Member Joshua Daniel
Member Bill Sharp
Member Eugene Smith
Member Ed Waggoner

OTHERS PRESENT

Attorney Kevin Brown
Economic Development Director Terry Schwindler
County Clerk Lynn Butterworth

Opening

1. Call to Order

Chairman Lindsey called the meeting to order at approximately 9:01 a.m. He introduced a guest, Mr. Joel Bacon from Putnam County Charter School System. (Copy of agenda made a part of the minutes.)

Minutes

2. Approval of Minutes

a. October 9, 2017 Regular Meeting

Motion made by Member Smith, seconded by Member Waggoner, to approve the October 9, 2017 Regular Meeting minutes. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

b. October 9, 2017 Executive Session

Motion made by Member Daniel, seconded by Member Sharp, to approve the October 9, 2017 Executive Session minutes. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

c. October 13, 2017 Called Meeting

Motion made by Member Sharp, seconded by Member Daniel, to approve the October 13, 2017 Called Meeting minutes. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

d. October 13, 2017 Executive Session

Motion made by Member Sharp, seconded by Member Daniel, to approve the October 13, 2017 Executive Session minutes. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

e. October 20, 2017 Called Meeting

Motion made by Member Smith, seconded by Member Daniel, to approve the October 20, 2017 Called Meeting minutes. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

f. October 20, 2017 Executive Session

Motion made by Member Waggoner, seconded by Member Smith, to approve the October 20, 2017 Executive Session minutes. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

Financials

3. Approval of Financials - October 2017

Motion made by Member Daniel, seconded by Member Smith, to approve the October 2017 Financials. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes. (Copy of financials made a part of the minutes.)

Regular Business

4. Discuss confidentiality - Kevin Brown

Attorney Brown explained the confidentiality agreement – the goal is to be able to share information without worry of it being told to others. By signing the agreement, EDD Schwindler would be able to discuss confidential projects with board members.

Motion made by Member Sharp, seconded by Member Daniel, to table this item until the next meeting. Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes. (Copy of proposed agreement made a part of the minutes.)

5. Discuss Rural Prosperity Summit

EDD Schwindler advised that Andrew Simpson from Eatonton Mainstreet will be attending the summit. She will invite him to attend a future meeting and give a report. No action taken.

6. Discuss purchase of copies of the Economic Development Handbook for Georgia's Rural Communities flyer

EDD Schwindler recommended that each member have a copy of this handbook, which is a good overview and valuable resource; it is available in hard copy or digital. She also advised that BOC Chairman Steve Hersey requested copies for the BOC members. PDA members prefer to use the digital version or borrow EDD Schwindler's hard copy which is kept in her office. She will let County Manager Van Haute know how to order copies for the BOC. No action taken.

7. RETP and SIP Update

RETP: EDD Schwindler showed the new marketing video for the Technology Park.

SIP: EDD Schwindler advised that the executed paperwork had been returned from Mr. Gheeslin's attorney, so that property is sold. She further advised that Paul Simonton wants to wait on the design for the lift station until meeting with EPWSA and Carter & Sloope. She also has copies of Piedmont's water and sewer maps and should be getting EPWSA's maps and the city's gas maps soon. No action taken.

8. Water & Sewer Update - Bill Sharp

Member Sharp advised that a grant was received to do sewer improvements around Legacy Housing and that the bid for completion of the lift station had been approved and was under budget. No action taken.

Reports

9. Economic Development Director Report - November 2017

EDD Schwindler reported the following: (copy of report made a part of the minutes)

- Website visitor sessions and pages viewed per session
- Website analytics
- Project status - 3 projects added
- Projects by Industry - 1 Bio, 2 Commercial/Retail
- Project source – 2 local referrals, 1 existing industry
- Company located – Manley Metalworks
- Company located – Ms. Stella's Restaurant & Catering
- Company located – Southern Unique
- Company located – Sapphira Hair Studio
- Company located – Peaceful Purpose Hospice
- Company relocated – Woodmen Life
- Company expanded – Fish Tale Marina
- Project update – Harmony Medical Center
- Business & Industry contacts - 25 MTD, 225 YTD
- Social media - 252 likes on Facebook, 42 followers on LinkedIn
- Events attended and upcoming events
- Cosmo Cabinets Job Fair - October 25, 2017
- UFP Job Fair – November 15, 2017

Other Business

Member Smith advised that the city voters defeated the Freeport Exemption, which could affect many local businesses. Chairman Lindsey announced his retirement from the PDA and the CGJDA effective December 31, 2017. No action taken.

Closing

10. Adjournment

Motion made by Member Smith, seconded by Member Sharp, to adjourn the meeting.

Motion carried with Members Daniel, Sharp, Smith, and Waggoner voting yes.

Meeting adjourned at approximately 10:47 a.m.

ATTEST:

Lynn Butterworth
County Clerk

Lynward Lindsey
Chairman