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117 Putnam Drive ♦ Eatonton, GA 31024 ♦ Tel: 706-485-1884  
[www.putnamdevelopmentauthority.com](http://www.putnamdevelopmentauthority.com)

## Called Meeting Minutes

**Tuesday, December 11, 2018 ♦ 2:30 PM**

*Putnam County Administration Building – Room 204*

The Putnam Development Authority met on Tuesday, December 11, 2018 at approximately 2:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia

### *PRESENT*

Chairman Bill Sharp  
Member Patty Burns (via telephone)  
Member Joshua Daniel  
Member Eugene Smith  
Member Ed Waggoner

### *OTHERS PRESENT*

County Clerk Lynn Butterworth

### **Opening**

#### 1. Call to Order

Chairman Sharp called the meeting to order at approximately 2:38 p.m. (Copy of agenda made a part of the minutes.)

### **Executive Session**

2. Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate

**Motion to enter Executive Session for the purposes of Personnel.**

**Motion made by Member Smith, Seconded by Member Daniel.**

**Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith**

Meeting closed at approximately 2:39 p.m.

3. Motion to 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 closed portion of the meeting.**

**Motion made by Vice Chairman Waggoner, Seconded by Member Smith.**

**Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith**  
(Copy of affidavit made a part of the minutes.)

Meeting reopened at approximately 3:33 p.m.

4. Action, if any, resulting from the Executive Session

**Motion to authorize the Chairman and one other board member and/or the Clerk to conduct the annual performance review with EDD Schwindler.**

**Motion made by Vice Chairman Waggoner, Seconded by Member Daniel.**

**Voting Yea: Vice Chairman Waggoner, Member Burns, Member Daniel, Member Smith**

#### **Closing**

5. Adjournment

Chairman Sharp adjourned the meeting at approximately 3:34 p.m.

ATTEST:

Lynn Butterworth  
County Clerk

Bill Sharp  
Chairman