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

## Minutes

**Friday, November 9, 2018 ♦ 9:00 AM**

*Putnam County Administration Building – Room 204*

The Putnam Development Authority met on Friday, November 9, 2018 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia

### *PRESENT*

Chairman Bill Sharp  
Member Patty Burns  
Member Joshua Daniel  
Member Ed Waggoner

### *ABSENT*

Member Eugene Smith

### *OTHERS PRESENT*

Economic Development Director Terry Schwindler  
County Clerk Lynn Butterworth

### **Opening**

1. Call to Order

Chairman Sharp called the meeting to order at approximately 9:06 a.m. (Copy of agenda made a part of the minutes.)

### **Minutes**

2. Approval of Minutes - October 8, 2018

**Motion to approve the Minutes of October 8, 2018**

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

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

## **Financials**

3. Approval of Financials - September 2018

**Motion to approve the September 2018 Financials.**

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

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

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

4. Approval of Financials - October 2018

**Motion to approve the October 2018 Financials.**

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

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

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

## **Reports**

5. Economic Development Director Report - November 2018

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 - 11 projects added
- Projects by Industry - 7 commercial/retail, 3 manufacturing, 1 residential
- Project source – 8 direct, 2 existing industry, 1 local referral
- Company located – Dot 2 Dot Inn
- Project update – SIP Pad Ready Sites Project: ad for bids is out; pre-bid conference is 11/20/18 at 2 PM
- Project update – Label Source – now hiring
- Project update – Lone Star Wheel Components, Inc. – now hiring
- Business & Industry contacts - 23 MTD, 229 YTD
- Social media - 320 likes on Facebook, 44 followers on LinkedIn, 139 followers on Instagram, 18 followers on Twitter
- Events attended and upcoming events
- Interfor Hiring Expo – December 6<sup>th</sup>

## **Regular Business**

6. Discuss covenants for South Industrial Park property

Documents not available. Item will be moved to the December agenda.

## **Other Business**

7. Other Business

None

**Executive Session**

8. 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 real estate purposes**

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

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

Meeting closed at approximately 9:30 a.m.

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

**Motion to reopen the meeting and sign the affidavit**

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

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

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

Meeting reopened at approximately 9:43 a.m.

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

No action was taken.

**Closing**

11. Adjournment

**Motion to adjourn the meeting.**

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

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

Meeting adjourned at approximately 9:44 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Bill Sharp  
Chairman