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

## Minutes

**Tuesday, September 14, 2021 ♦ 4:30 PM**

*Putnam County Administration Building – Room 204*

The Putnam Development Authority met on Tuesday, September 14, 2021 at approximately 4:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

### *PRESENT*

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

### *STAFF PRESENT*

Attorney Kevin Brown  
Executive Director Matt Poyner  
County Clerk Lynn Butterworth

### *OTHERS PRESENT*

County Commissioner Bill Sharp  
Mr. Jim Stone

## **Opening**

### 1. Call to Order

Chairman Rocker called the meeting to order at approximately 4:39 p.m.  
(Copy of agenda made a part of the minutes.)

Minutes	Page 1 of 5	Approved
September 14, 2021		October 12, 2021

**Minutes**

- 2. Approval of Minutes
  - a. August 10, 2021 Regular Meeting
  - b. August 10, 2021 Executive Session

**Motion to approve the August 10, 2021 Regular Meeting and Executive Session Minutes.**

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

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

**Financials**

- 3. Approval of Financials - August 2021

Member Burns reviewed the financials.

**Motion to approve the August 2021 Financials.**

**Motion made by Member Mangum, Seconded by Member Doolittle.**

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

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

- 4. Presentation/Approval of 2021-2022 PDA Budget

Executive Director Poyner presented the 2021-2022 budget.

**Motion to approve the 2021-2022 PDA Budget subject to the discussion at the meeting regarding the County Clerk budget line.**

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

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

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

**Reports**

- 5. Executive Director's Report

Executive Director Matt Poyner reported the following: (copy of report made a part of the minutes.)

- Business & Industry Company Contacts
- Workforce Development
  - Putnam County High School
  - Industry visits
  - Chamber of Commerce presentation
- Project Status
  - Project Anchor – Active status – Private developer developing site for a lakefront hotel; has hired a hotel consultant to identify potential hotel operators; 175 jobs; \$50 Million investment
  - Project Solar – On hold
  - Project Grace (formerly Hand Up) – Active status – Goodwill – Helms College in Middle GA and the CSRA has plans to make a \$6 million investment to build a multi-purpose center in the Lake Country; local developer

Minutes	Page 2 of 5	Approved
September 14, 2021		October 12, 2021

- Project Gum – Active status – Existing manufacturing company looking to expand and add 45 jobs, investment to be determined; looking at existing building or expanding current location; monthly contact
- Project Tank – Active status – Company working on list for southeastern customers in coordination with a local vendor; monthly contact with company principles
- Miscellaneous Activities
  - Existing Industry
    - Continuing to reach out to companies within the community
  - SIP Site
    - Board provided an email vote to approve the \$3,500 one-time fee for Southeast Outdoor Solutions to bush hog the SIP site (no slopes, flat area only)
    - Board provided an email vote to release Southeast Outdoor Solutions from their bond covering the grassing at the SIP site
  - Admin
    - Bank resolution to get PDA credit card for Director
    - Access for Director to see bank accounts on-line
    - Providing information to the insurance company for the Eatonton Hotel coverage
  - Website/Marketing
    - Goebel Media proposal - \$425/month (\$5,100 annually)
- GRAD ‘Select’ Update
  - Report was submitted on Monday, August 16<sup>th</sup>
  - Comments were provided on Wednesday, August 18<sup>th</sup> for areas in the report that needed to be revised; all letters had to be revised, our website landing page for the property had to be revised and all reports had to be revised to meet the requirements set forth in the application
  - Report has been revised and has been resubmitted on September 14<sup>th</sup>; we should know something from the state by early October
- Strategic Planning Retreat
  - Cuscowilla – Date TBD, 9am – 1:30pm (working lunch)
  - Who do we want to be?
  - Target Industry Discussion
  - Marketing – 2022 opportunities
  - Properties
    - What’s next?
    - Eatonton Hotel
    - Industrial Boulevard Beautification
    - Signage – Industrial Boulevard
    - Signage – Old Milledgeville Road
  - Workforce, Workforce, Workforce

Minutes	Page 3 of 5	Approved
September 14, 2021		October 12, 2021

**Regular Business**

6. Formalization of maintenance agreement at South Industrial Park  
Executive Director Poyner advised that the South Industrial Park needs to be bush hogged, and he has a quote from Southeast Outdoor Solutions to bush hog the flat areas only for \$3,500.00.

**Motion to approve the quote from Southeast Outdoor Solutions to bushhog the South Industrial Park for \$3,500.00.**

**Motion made by Member Mangum, Seconded by Member Doolittle.**

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

7. Formalization of releasing of bonds for Southeast Outdoor Solutions at South Industrial Park  
Mr. Paul Simonton signed off on releasing the Southeast Outdoor Solutions bonds totaling \$5000.

**Motion to release the Payment and Performance Bonds for Southeast Outdoor Solutions.**

**Motion made by Member Mangum, Seconded by Member Doolittle.**

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

8. Rebranding

Mr. Jim Stone from Tytan Pictures presented some ideas on what rebranding is. He advised that rebranding should bring focus and attention to Putnam County and that information needs to be put out constantly on all social media platforms. He gave a Powerpoint presentation entitled "The Power of Media in Economic Development."

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

9. Approval of Banking Resolution

Attorney Brown talked to Farmers & Merchants Bank and was advised that there are federal regulations that require board members to take their IDs to the bank when being added to the signature card, thereby making a resolution unnecessary. No action was taken.

**Other Business**

10. Other Business

At the August 10, 2021 meeting, the board approved the establishment of a credit card for the Executive Director, however, did not set a credit limit amount.

**Motion to approve a \$3000 limit credit card for the Executive Director.**

**Motion made by Member Wojtas, Seconded by Member Mangum.**

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

**Next Meeting Items**

11. Next Meeting Items

PGH insurance program

EPWSA applying for ARP money to expand their customer base

Minutes	Page 4 of 5	Approved
September 14, 2021		October 12, 2021

**Executive Session**

12. 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 as allowed by O.C.G.A. 50-14-4 for Real Estate.**

**Motion made by Member Wojtas, Seconded by Member Mangum.**

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

Meeting closed at approximately 6:35 p.m.

13. 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 Wojtas, Seconded by Member Burns.**

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

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

Meeting reopened at approximately 7:04 p.m.

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

**Motion to authorize Attorney Brown & Executive Director Poyner to proceed with the proposal discussed in Executive Session.**

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

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

**Closing**

15. Adjournment

**Motion to adjourn the meeting.**

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

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

Meeting adjourned at approximately 7:05 p.m.

ATTEST:

Lynn Butterworth  
County Clerk

Walt Rocker III  
Chairman

Minutes	Page 5 of 5	Approved
September 14, 2021		October 12, 2021