



---

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

## Minutes

**Monday, August 12, 2019 ♦ 9:00 AM**

*Putnam County Administration Building – Room 204*

The Putnam Development Authority met on Monday, August 12, 2019 at approximately 9:00 AM in the Putnam County Administration Building, 117 Putnam Drive, Room 204, Eatonton, Georgia.

### *PRESENT*

Chairman Ed Waggoner  
Member Patty Burns  
Member Walt Rocker III  
Member Eugene Smith  
Member John Wojtas

### *OTHERS PRESENT*

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

### **Opening**

1. Call to Order

Chairman Waggoner called the meeting to order at approximately 9:09 a.m.  
(Copy of agenda made a part of the minutes.)

### **Minutes**

2. Approval of Minutes - July 8, 2019 Regular Meeting

**Motion to approve the minutes of the July 8, 2019 Regular Meeting and July 8, 2019 Executive Session.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

3. Approval of Minutes - July 8, 2019 Executive Session

Approved above

## **Financials**

4. Approval of Financials - July 2019

**Motion to approve the July 2019 Financials.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

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

## **Reports**

5. Economic Development Director Report - August 2019

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 - 5 projects added
- Projects by Industry - 3 commercial/retail, 1 hospitality, 1 manufacturing
- Project source – 2 existing industry, 2 local referrals, 1 direct
- Business & Industry contacts - 25 MTD, 181 YTD
- Social media - 427 likes on Facebook, 55 followers on LinkedIn, 205 followers on Instagram, 29 followers on Twitter
- Company located – Dr. Willie Oliver, DDS, 122 W Marion Street
- Company update – Barrel 118, 118 N Jefferson Avenue – renovation of building
- Company update – SIP grading is going well
- Company update – Burger King construction at Rana's Travel Center
- Company update – Interfor – Governor Kemp site tour July 26
- Company update – Interfor – Hiring Expo August 29, 9 am – 12 pm & 2 pm – 5 pm
- Company update – Cosmo Cabinets – now have 36 FTE
- Company update – UFP – picked up a few new accounts and are at 90 FTE
- Company update – Legacy Housing – 180 FTE, 4 floors/day – adding truss manufacturing to the facility and adding 4-5 FTE
- Events attended and upcoming events

6. Review revised advertising schedule

EDD Schwindler reviewed an updated advertising schedule for 2019. Ads for the South Industrial Park will run in Business Facilities Magazine, Site Selection Magazine, Georgia Trend Magazine, Business Xpansion Journal, and Area Development Magazine. No budget adjustment is necessary and no action was taken.

## **Regular Business**

### 7. Authorize Chairman to sign Quit Claim Deed

EDD Schwindler explained that the Quit Claim deed is for property on the corner of Business 441 (adjacent to the walking trail) and the railroad next to GroTec. The PDA voted three years ago to give this property to the City of Eatonton to add to the park area and the paperwork is finally complete.

**Motion to authorize the Chairman to sign the Quit Claim Deed.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

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

### 8. Vote to accept SIP covenants and shelve (to be recorded in conjunction with the first industry locating in the industrial park)

EDD Schwindler and Attorney Brown explained that the SIP covenants need to be approved to go with the GRAD application and then they will be put back on the shelf until needed for the first client.

**Motion to accept the SIP covenants as presented.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

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

### 9. Determine price of developed vs. non-developed SIP tracts

Attorney Brown explained that the 50 acres up front will be the GRAD portion (developed) and the 71 acres in the back will not be included (non-developed).

**Motion to price the 50 acres in the front at \$35,000 per acre and the 71 acres in the back at \$20,000 per acre, subject to revision due to any of the soil testing.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

## **Other Business**

### 10. Other Business

Attorney Brown advised that the Interfor documents were ready to sign today and closing will be next week. He reminded all that the incentive was four years of county tax abatement. No action taken.

Attorney Brown also received confirmation from the bank that the money was spent on the roof repair at the Georgia Writers Museum. No action taken.

Chairman Waggoner advised that the FY20 budget request came back with some adjustments by the Board of Commissioners. The BOC proposed that the PDA pay for personnel expenses with their own funds. Chairman Waggoner met with Commission Chairman Billy Webster who requested that the PDA do a better job of self-promotion. He and EDD Schwindler also attended the BOC Budget Work Session on August 9<sup>th</sup> and explained the seemingly large bank account contained targeted expenditures. The BOC will approve the final budget on August 30<sup>th</sup>. No action taken.

## **Next Meeting Items**

### 11. Next Meeting Items

One item was recommended for the September meeting: results from the soil test at the South Industrial Park.

## **Executive Session**

12. 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 and personnel.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

Meeting closed at approximately 10:04 a.m.

13. 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 subject matter of the closed portion of the meeting.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

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

Meeting reconvened at approximately 11:25 a.m.

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

**Motion to request acquisition of property as discussed in Executive Session.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

**Motion to authorize the Chairman to negotiate on personnel reimbursement matter as discussed in Executive Session.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

**Closing**

15. Adjournment

**Motion to adjourn the meeting.**

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

**Voting Yea: Member Burns, Member Rocker, Member Smith, Member Wojtas**

Meeting adjourned at approximately 11:26 a.m.

ATTEST:

Lynn Butterworth  
County Clerk

Ed Waggoner  
Chairman