

**MINUTES** of the development Authority of Crawford County held Thursday, June 4, 2020 at 6:00 PM at the Development Authority of Crawford County, Conference Room; 1011 Hwy 341 N. Roberta, GA

**MEMBERS Present:**

Josh Lewis- Chairman

Charles "Hill" Bentley- Vice Chair

Brenda Carroll- Phone

Martha McAfee- GoToMeeting

Daniel Morgan

Charles Westberry

**MEMBERS Absent:**

Arthur Bentley

**OTHERS Present:**

Paul Chapman- Ex-officio

Lesley McNary- Director

William Patton- Crawford County

Katelyn Jennings- The Georgia Post

**Call to Order:**

The meeting was called to order by Chairman Josh Lewis at 6:11 p.m.

Invocation:

Given by Paul Chapman

**Standard Order of Business:**

Commissioner Paul Chapman requested to add an Executive Session to the agenda to discuss personnel. Chairman Lewis called for a motion to approve the agenda with the addition of Mr. Chapman's request to enter Executive Session to discuss personnel. Motion was made by Charles "Hill" Bentley and seconded by Charlie Westberry and passed unanimously.

**Approval of Minutes-** May 7, 2020 Chairman Lewis called for a motion to approve the minutes from the May 7, 2020 meeting. Martha McAfee made the motion, Charles "Hill" Bentley seconded the motion and the minutes were approved by unanimous vote.

**Old Business:**

**Check Signers-** Charlie Westberry told the board he was concerned that his personal information had been compromised as the bank documents printed for the purpose of adding additional signers included personal information for himself and other board members. Westberry felt compelled to file an incident report with the Sheriff's office in the event fraud occurs in the future. Westberry had copies of part of the documents with him and had blacked out members' identifying information and said he had retained the original documents. Westberry stated he had spoken to Steve Davis former manager for Georgia Community Bank and was told Robin Rushing would likely lose her job over the handling of the documents. Westberry held up and shared with board members a copy of the authorization to add additional signers that was signed by Arthur Bentley- who is an authorized signer. Other board members said they were aware of the document as the board had previously voted to add both Charles "Hill" Bentley and Daniel Morgan to the authorized signers. As of this meeting, the original bank documents remain unsigned in the possession of Westberry.

Lesley McNary updated the board members on their options concerning adding additional signatories to the Authority's bank accounts. McNary stated she had contacted Amy Boyer for options that the board had should Charlie Westberry & Brenda Carroll continue to withhold their signature to allow for additional signers to be added. McNary told board members they may open a new account, at a new bank, with new signers provided a majority of the board voted to do so.

Georgia Community Bank has prepared a resolution as well as the documents to add additional signers to the account and each of the seven board members will need to personally stop in at the bank and sign the resolution and the document to add the additional signers. Charlie Westberry and Arthur Bentley will continue to sign checks until Brenda Carroll returns from St. Simon's. Upon Brenda's return Charles "Hill" Bentley and Daniel Morgan will be added as additional check signers.

**Bradbury Logistics-** Lesley McNary advised the board that a payment in the amount of 9,000 had been received from Bradbury Logistics and had been submitted to the county for deposit to the county RLF account. The payment allows Bradbury Logistics to begin immediate production of their product. Per the agreement, presented by Howard Harper of Bradbury Logistics, 4 full time positions will be created by July 1, 2020 and the 9,000 payment will delay the "lease termination" until July 15, 2020 allowing Bradbury Logistics time to fill their current order and get into production status.

**Kruger Solar-** Lesley McNary advised the board the Kruger Solar project is running ahead of schedule and all documents and agreements had been heard and signed off by the appropriate boards.

#### **New Business:**

**Olin-640 Warehouse-** The board discussed and approved the following repairs for the Olin Warehouse located at 640 Industrial Park Rd. The metal plates at the docks need removed and reinforced, Ken Smith quoted the job at the price of 2289.00 with Mr. Chuck Langford making the repairs. New awnings were approved with a quoted price of 2800.00 which includes awnings and installation. Ken Smith arranged the repair and the work will be completed by Mr. Hester with no charge from Ken Smith. The pothole repairs were approved at the rate of 600.00 and the work was performed by Johnny Searcy. The roof repairs were openly discussed amongst the board as well as the two quotes received. The first quote was received by Choice Roofing in the amount of 4930.00 and the second quote was received by J.B. Talton in the amount 1572.00.

Mr. William Patton (Crawford County) spoke on behalf of the work performed by Choice Roofing for the county and expressed to the Board that the roofing issues the county had been dealing with had ultimately been addressed by Choice Roofing.

The board asked Lesley McNary to gather additional bids for the roof repairs and hold a called meeting to open and award bids. McNary will reach out to additional contractors for bids and will schedule a called meeting upon submission of all bids.

**Legal representation-** board member Daniel Morgan had contacted Authority Attorney, Amy Boyer to inquire about legal representation at each board meeting. Boyer said that her schedule would not allow for this, but she was always available by phone and email to answers questions and concerns of the Board.

**Spending Guidelines-** Lesley McNary asked the board to consider putting into place some spending guidelines to address day to day repair issues that may come up at the Business Center as well as buildings owned by the Authority. She will consult with the MGRC to establish guidelines and report back to the board during the next meeting. McNary updated the Board on the repairs that had to be made at the Business Incubator- including the roof repair at Care Connect, repair was completed by Ronald Plant at the price of 1400.00 and the A/C also had to be repaired at the rate of 568.00 by J&J Heating & Air.

**575 Industrial Park Rd.-** Art Barry (Coldwell Banker) has presented a contract to the board for consideration. Barry has suggested a sale price of 175,000 as is for the building. The board discussed the building and the majority of the board feel as if the listed price of 175,000 is too low and voted to change the listing price to 250,000 as is. Chairman Lewis, called for a motion to list the building at 250,000, Charles "Hill" Bentley made the motion, Charlie Westberry seconded the motion, Brenda Carroll & Martha McAfee voted yes, and Daniel Morgan voted no.

**Grass Cutting contract-** Lesley McNary advised the board that there was an error in the advertising of the grass cutting bid and that the contract may need to be rebid as she had left out property which should have been included in the bid but was not. McNary also stated the county had just completed the additional cutting for the Authority which is not a part of the grass bid at the rate of 4900.00. Board member Charlie Westberry and Commissioner Chapman feel that paying 4900.00 to the county for grass cutting is unfair and Commissioner Chapman is going to look into whether or not the option of paying a reduced fee to cover the labor and equipment usage by the county could be paid rather than paying 4900.00 for each cut.

**Announcements:** Lesley McNary advised the Board that all members were now compliant with their training and that she would like to take an advanced training class offered through the MGRC in July at a cost of 250.00.

**Executive Session-** at 8:02 p.m. Chairman Lewis called for a motion to enter Executive Session, Charlie Westberry made the motion, Charles "Hill" Bentley seconded the motion, the vote was unanimous, and the Board went into Executive Session. An affidavit to close the meeting was given to the Chairman before Executive Session however it was left on the table and unsigned. At 9:07 p.m. Chairman Lewis

exited the building and said no action was taken, no minutes or summary of the meeting were submitted.