

MINUTES – MEETING SEPT 20TH

BROOKS COUNTY DEVELOPMENT AUTHORITY

Jack Harrell called the meeting to order at 6:01 pm. Board members Tim Crosby, Erin McKenzie, John LaHood, Derren Yearby, and Jack Harrell attended, along with Director Stephanie Mata. The meeting was held via Zoom (virtually), and while someone with Marie Horne's name did login, there was no video or audio, and she did not respond when addressed directly, therefore her presence cannot be verified, confirmed or counted.

Minutes

Copies of the minutes of the monthly meeting held June 14th were reviewed. Tim Crosby motioned to approve the minutes of the meeting as presented; seconded by Erin McKenzie; unanimously accepted.

Appearances

Mr. Harrell moved to Appearances. The contract for Anthony Scale Company ended on September 15, 2021. The contract was for five (5) mowings of the Brooks County Industrial Park- four (4) scheduled and one mowing set at the Board's request. Due to the pandemic, the Board never scheduled the fifth mowing. Also, per the contract, the contract with Anthony Scale can be renewed with the majority vote of the Board for one additional year, with price negotiable. Mr. Tony Cashwell requested that should the Board decide to renew the contract, that the contract begin at the first of the year so that the fifth (owed) mowing could be completed by October 2021. Mr. Cashwell also requested that in the next contract that all five mowings be scheduled as to avoid a lapse in cuttings. He also requested a three-percent price increase, or \$879.10, to cover the rise in fuel and insurance costs. The Board expressed their pleasure in Mr. Cashwell's work over the last year. Tim Crosby made a motion to renew Anthony Scale Company's contract for another 12 months, to begin January 2022 with a three-percent increase, or a total contracted price of \$30,182.35 for five scheduled mowings; seconded by Derren Yearby; unanimously approved.

Financials

Mr. Harrell moved to the acceptance of the financials. After a thorough review of the financials, Tim Crosby motioned to accept the financials; seconded by Erin McKenzie; unanimously approved.

Old Business

Mr. Harrell moved to Old Business. Director Mata provided an update on the Development Authority building frontage. The glass should be in by the last week of September and installed by the first week of October. Director Mata also updated the Board on the Industrial Park signage. The signs are built, and there is a backorder on the lettering. Mata was advised that as soon as the letters come in, they will be installed. Mata also stated that the Authority was billed for half of the total bill, and it has been paid.

New Business

Mr. Harrell moved to New Business. Director Mata informed the Board that the millage rate set forth by the Commission for the Development Authority will remain at .5 mil for 2022. The Development Authority had asked for .9 mil in order to support various projects but did not get it, so the Economic Development and Community Beautification Grant program will come to an end December 31, 2021.

As there were no questions, Chairman Harrell moved to the Bylaws. The Chairman urged the Board to review them carefully. The Board discussed the need to general council to review them before ratification, and as such, the

need to retain general council. Director Mata agreed and discussed three potential candidates with the Board: David Rose, Todd Silvis and Joe Cargile. Derren Yearby made a motion to retain David Rose as general counsel for one year and then Board review for contract renewal. Motion was seconded by Erin McKenzie. Jack Harrell voted Aye. John LaHood and Tim Crosby voted no; motion failed. John LaHood requested a Called Meeting to interview said candidates for the position as well as an emailed copy of current CV's. Meeting to be set within one week.

Director Mata moved to the City of Morven and the request for a Community Beautification Grant for city signage. Tim Crosby made a motion to approve the grant in the amount of \$6790.25; seconded by John LaHood; unanimously approved.

Director Mata moved to the City of Pavo and the request for a Community Beautification Grant for signage, building repair and Christmas decorations in the amount of \$19,302.00. Requesting more information, Tim Crosby made a motion to table the grant; seconded by John LaHood; unanimously approved.

Director Mata moved to the application of an Economic Development and Community Beautification Grant by Camelia City Market, a new business locating on E. Screven Street in Quitman. The new business is a local café, eatery and gift shop which has garnered the support and excitement all over the county. The business has partnered with Georgia Grown and will feature products from local artisans and vendors. Derren Yearby made a motion to approve the grant in the amount of \$7500.00; seconded by Erin McKenzie; unanimously approved.

Director Mata moved to the application of an Economic Development and Community Beautification Grant by Blairs Flowers, who has decided to open a new business in the old Bennett Law Firm building on E. Screven Street. The Bennett Law Firm is one of the oldest law firms in Brooks County. The interior of the building has been remarkably preserved with the original wood paneling on the floor, walls and ceiling. Plans are to convert the old building into a small event center while preserving the historical edifice for future generations. Tim Crosby made the motion to approve the grant in the amount of \$7500.00; seconded by Erin McKenzie; unanimously approved.

Director Mata moved to the signage for Dixie and Barney. After discussing the viability of the project, Tim Crosby made a motion to table the project until further research could be conducted; seconded by Erin McKenzie; unanimously approved.

Director Mata moved to the Administrative sick leave. As she explained, the administrative assistant for the Authority began in mid-March, and when she contracted Covid, she was three weeks from her six-month anniversary, which would have made her eligible for sick pay. Director Mata explained that while the Paycheck Protection Program deadline was in 2020, the County had reimbursed all sick and vacation time to their employees, as well as compensated them for time lost due to being sick with Covid-19. She further stated that while she would not normally ask for the funds before six-months, she acknowledged that this is an unusual circumstance as we have never been through a pandemic before. She also informed the Board that should the Board decide to pay the Admin for the time she was out, that the Authority would still be able to claim the tax credit till September 30, 2021. Tim Crosby made a motion to compensate the Admin for the two weeks she missed due to Covid-19; seconded by Derren Yearby; unanimously approved.

Reports

No reports were given.

Motion to adjourn carried by Tim Crosby; seconded by Derren Yearby; unanimously approved.

Respectfully Submitted:

Secretary