Manchester Development Authority

Regular Meeting

Agenda

December 19, 2024

9:00 a.m.

The Manchester Development Authority Board of Directors met for their regular monthly meeting Thursday, December 19, 2024 at the MDA office located at 117 Callaway St.

Board Members in attendance:

Danny Wadsworth

Jimmy Mitcham

Beverly Wadsworth

Glen Gosa

Marty Mitchell

MDA Staff present:

Jodi Sharpe (via Zoom)

1. Call to Order- Danny Wadsworth called the meeting to order at 9:00 am and led the invocation.
2. Approval of Agenda for December 19, 2024, Regular Session

Beverly Wadsworth made a motion to approve the agenda for December 19, 2024. Marty Mitchell seconded the motion, and all were in favor.

Approval of Minutes for November 21, 2024, Regular Session

Glen Gosa made a motion to approve the minutes from the November 21, 2024 regular meeting. Jimmy Mitcham seconded the motion, and all were in favor.

1. Citizen Comment

Ms. Sharpe reported that as of 4:00 pm December 18, no one had contacted her to be put on the agenda for citizen comment.

1. New Business

Board Members - Marty Mitchell present the board with her letter of resignation from the MDA Board. The board thanked Ms. Mitchell for her years of service. Ms. Mitchell had served on the MDA board for 6 years.

Beverly Wadsworth made a motion to accept the letter of resignation. Glen Gosa seconded the motion, and all were in favor.

Jimmy Mitcham then made a motion that the MDA board has the minimum number of board members required to operate. The minimum number of board members is 7. Glen Gosa seconded the motion. All were in favor.

Ms. Sharpe stated that she would provide the city council with Ms. Mitchell’s resignation and their vote to maintain a board of seven.

Danny Wadsworth nominated Glen Gosa to be the treasurer. Jimmy Mitcham made a motion to approve the nomination and Marty Mitchell seconded. All were in favor.

Open Meetings Webinar

Ms. Sharpe briefed the board about an Open Meetings webinar that she participated in earlier in the week. Ms. Sharpe said that there were several items that she learned from the webinar:

* If board members are texting each other in a meeting, those texts are subject to open records.
* During executive session if the board is discussing litigation, the lawyer must be present.
* Nothing in the law requires minutes to be posted on the authority’s website.

Ms. Sharpe reminded the board that when they enter Executive Session, the affidavit needs to be signed and notarized. She mentioned that her notary stamp had expired.

Jimmy Mitcham made a motion to approve the MDA paying for Ms. Sharpe’s notary renewal. Beverly Wadsworth seconded the motion, and all were in favor.

Training

Ms. Sharpe told the board about an Economic Development training course that she would like to attend Jan. 29-30 in Macon. Jimmy Mitcham made a motion to approve the cost of the training, hotel fee and mileage for Ms. Sharpe to attend the training. Glen Gosa seconded, and all were in favor.

Ms. Sharpe reminded the board that Jimmy Mitcham needs to attend Development Authority training and said she would work with Mr. Mitcham to get him registered for the next available class.

1. Old Business

Christmas at the Mill

Ms. Sharpe gave a report on Christmas at the Mill. She said that it was quite a success. There were 14 vendors, 2 food trucks, and over 300 visitors. She said that the Celebration of Trees had 17 participants and we were able to raise $400 for Operation Good Neighbor from the sponsorship of the trees. A profit of $756 was made and that will be rolled over to help pay for upcoming events.

Repairs to the Mill

Ms. Sharpe provided the board with a list of much needed repairs to the mill. She stated that in 2025 she intended to spend the bulk of her time looking for funding to help pay for the redevelopment of the historic Mill.

It was suggested that Ms. Sharpe investigate having the air quality of the building tested.

Ms. Sharpe reported that she had received a phone call from a citizen who wanted the MDA to cut the weeds of the back corner of the property. She stated that the weeds caused a blind spot when you pulled out of the Dollar General parking lot.

Ms. Sharpe said that she went to the Dollar General and noticed when she was pulling out that it was not weeds that are causing a blind spot, but the 100-year-old wall that is the corner of the Mill property. She suggested that when Dollar General was built that the developers or the city failed to do a proper site study. She said that she would work on having the weeds cut.

1. Financial Report

Ms. Sharpe presented the financial report to the board. She stated that she had come to the end of the approved funds from the Georgia Fund 1 account that she had permission to withdraw. Glen Gosa made a motion to approve allowing Jodi Sharpe to withdraw up to $20000 as needed from the Georgia Fund 1 account to replenish the general fund. Beverly Wadsworth seconded the motion, and all were in favor.

Ms. Sharpe said that she had received Eccomelt’s quarterly payment for the One Georgia Authority loan.

She said that Fit 4 Life had made their December payment.

1. Executive Session

Glen Gosa made a motion to leave regular session and enter Executive Session for personnel matters.

No action was required during the executive session.

1. Adjourn