Manchester Development Authority

Regular Meeting

Minutes

June 26, 2025

 9:00 a.m.

The Manchester Development Authority Board of Directors held their Regular monthly meeting Thursday, June 26, 2025, at 9:00 am. The meeting was held at the MDA office located at 117 Callaway St. Manchester, Ga.

Board members in attendance: Beverly Wadsworth, Glen Gosa, Scott Gilbert, Rev. Tom Moseley, Jimmy Mitcham, Robin Garrett, Heather Carter, and Danny Wadsworth.

MDA staff: Executive Director Jodi Sharpe.

Guests: Angela Sauve (Planning and Zoning Board), Virginia Strait (citizen), Mayor Mark Trimble, City Manager Mark Pullium, David Burt (Mountain Springs, LLC.)

1. Call to Order- Chairwoman Beverly Wadsworth called the meeting to order at 9:00 am. Rev. Tom Moseley led the invocation.
2. Approval of Agenda for June 26, 2025, Regular Meeting- Robin Garrett made a motion to approve the agenda with the amendment of moving item F under new business- Wilson St. property to Executive Session. Tom Moseley seconded the motion and all were in favor.

Approval of Minutes for May 30, 2025, Special Called Meeting- Glen Gosa made a motion to approve the minutes of the May 30, 2025, Special Called meeting. Jimmy Mitcham seconded the motion and all were in favor.

1. Citizen Comment- Ms. Sharpe stated that Mr. Parsons had visited her office earlier in the week and stated he wanted to speak with the board about cars belonging to him that had been removed from MDA property several years ago. Mr. Parsons did not attend the meeting.
2. New Business
3. Board Appointments- Ms. Sharpe provided the Board with a copy of Board members terms. (copy attached)
4. Role of MDA officers- Ms. Sharpe provided the Board with a copy of the MDA Bylaws highlighting the roles of the officers. This had been requested by Vicechair Heather Carter. (copy attached)
5. Board Secretary- Ms. Sharpe, stated that Beverly Wadsworth had previously served as the Board’s Secretary and since she was not the Chairperson the Board would need to select a new Secretary. Tom Moseley volunteered to serve as Secretary. Glen Gosa made a motion to accept Tom Moseley as Secretary. Jimmy Mitcham seconded the motion, and all were in favor.
6. Purchasing a laptop for MDA office- Ms. Sharpe told the board that a new laptop needed to be purchased for the MDA office. The one that she has been using for presentation to the board was her personal computer, and that the MDA laptop was several years old and had quit working completely. Jimmy Mitcham made a motion to allow Ms. Sharpe to purchase a new laptop for the MDA not to exceed the amount of $1000.00. Scott Gilbert seconded the motion and all were in favor.
7. Industrial Park Sign Maintenance- Ms. Sharpe told the board that she had met with Des Adams at the Industrial Park for him to provide an estimate to cut the vegetation around and pressure wash the three signs. Mr. Adams provided a cost of $700 to trim back overgrown trees and hedges, and pressure wash all three signs. Scott Gilbert made a motion to approve the cost and have Mr. Adams begin work immediately. Jimmy Mitcham seconded the motion and all were in favor.

Ms. Sharpe also mentioned that she had driven through the Industrial Park and noticed how grown up and wild the right of ways looked. She said that if the MDA had a client interested in property in the Industrial Park she would be embarrassed to take them to them there. She said there are two businesses currently operating in the Industrial Park that drove through daily. She would like to research and find out who is responsible for the maintenance of the ROW and see if we could get it cleaned up.

1. Wilson St. Property- Item was moved to Executive Session.
2. Reimbursement for July 3rd band/ Suzanne Bartels Pengelly- Tom Moseley made a motion to reimburse Suzanne Bartels Pengelly for cancellation fee for the band for the July 3rd event. Robin Garrett second the motion and all were in favor.
3. Old Business
4. Committees- Ms. Sharpe informed the board that according to the MDA Bylaws each committee required 3 board members to be on each committee. She said Budget, Personnel, and Industrial Park Committees were short one board member each. Tom Moseley volunteered to serve on the Budget committee, Heather Carter volunteered to be on the Personnel committee, and Robin Garrett volunteered to join the Industrial Park committee. (copy of committees list attached)
5. Industrial Park/ Magnolia Lane- Ms. Sharpe told the board that she had received two estimates to cut down the tree on the Magnolia Lane property. One was $2500 and the second was $1800. Tom Moseley asked to be able to take the lead on this project. Glen Gosa made a motion to have the tree cut down at a cost not to exceed $1800.00 Jimmy Mitcham seconded the motion and all were in favor.
6. Butterfly Garden Wall Repair- Tom Moseley made a motion to approve the expense of $975.00 to make the necessary repairs to the butterfly garden wall. Jimmy Mitcham seconded the motion and all were in favor.
7. Events- July 3rd/ Railroad Days- Ms. Sharpe said that she had sent an email on June 2, 2025 to city manager, city clerk, and all of city council requesting that the city had a special events insurance policy in the amount of $1,000,000.00 to protect the MDA since the MDA was not responsible for the July 3rd event this year, but the city would be hosting it on MDA property. She said to date she had not received a response from anyone from the city. Mayor Trimble stated that the event was covered under the city’s insurance and that the firework company had their own insurance.

Ms. Sharpe presented the Board with a rental agreement that also requires special event insurance of $1million that she will be sending to Ms. Carla Stephens for the Railroad Days event in October.

1. Financial Report- Ms. Sharpe presented the financial report. Glen Gosa made a motion to approve Ms. Sharpe to transfer up to $20,000 from the Georgia Fund 1 account to replenish the General Fund. Robin Garrett seconded the motion and all were in favor.
2. Report from Executive Director- Ms. Sharpe gave a report on meetings that she had attended since the previous board meeting. She stated that she had met with an auditor from Mauldin and Jenkins and has begun working on the 2024-2025 fiscal year audit. Ms. Sharpe said that she was proud to announce that Start Again Counseling would be opening soon on E. Main Street. Ms. Sharpe shared that she had met with the plant manager at Eccomelt and discussed their business and issues that they were having due to tariffs and work force.
3. Executive Session- Jimmy Mitcham made a motion to enter Executive Session. Robin Garrett seconded the motion and all were in favor. The Board entered the Executive session at 9:49 for real estate and personnel matters.

Jimmy Mitcham made a motion to leave Executive Session and enter back into regular session. Danny Wadsworth seconded and all were in favor.

Jimmy Mitcham made a motion to sell the Wilson St. property at the minimum of $15,000.00. Tom Moseley seconded the motion and all were in favor.

Tom Moseley made a motion to accept the resignation of Executive Director Jodi Sharpe. Scott Gilbert seconded the motion and all were in favor. Ms. Sharpe will resign effective July 11, 2025.

1. Adjourn – Tom Moseley made a motion to adjourn. Glen Gosa seconded and all were in favor.