

MINUTES

Middle Georgia Regional Commission
Council Meeting
Thursday, September 14, 2017, 6:00 p.m.
175 Emery Highway, Suite C, Macon, Georgia

MEMBERS PRESENT

BALDWIN COUNTY

Bill Millians
Richard Mullins
Denese Shinholster

CRAWFORD COUNTY

Brent Lowe
Paul Chapman

HOUSTON COUNTY

John Harley
Tommy Stalnaker
Randy Toms

JONES COUNTY

Chris Weidner
Francis Adams

MACON-BIBB COUNTY

Robert Reichert

MONROE COUNTY

Gregory Tapley
Dick Bazemore

Melvin Lawrence

MIDDLE GEORGIA

Nancy Nash

PEACH COUNTY

James Khoury

PULASKI COUNTY

Butch Hall
Henry Cravey

PUTNAM COUNTY

Billy Webster

TWIGGS COUNTY

Shannon Hart

WILKINSON COUNTY

Marty Dominy
Mark Dupree
Charles Brack
Emma Bacon

GUESTS PRESENT:

Carolyn Dallas - Field Representative for Jody Hice
Shavonda Hill - Field Representative for Sanford Bishop
Tonya Mole - Field Representative for DCA
Greg Ziesenhene - Field Representative for Senator David Perdue

Chrissy Miner - 21st Century Partnership
Daniel Rhodes – 21st Century Partnership

STAFF PRESENT:

Laura Mathis – Executive Director
Brent Lanford – Deputy Director
Kevin Brown – Attorney
Jen Doran – Office Manager
Matt Beal – GIS Analyst
Greg Boike – Director of Public Administration
Matt Garvin – Director of Finance
Michelle Grembowski – Director of Technology Services
Terrilyn Hannah – Director of Workforce Development
Kim Stanton – Executive Assistant
Kimberly Lowe - Government Services Specialist
Kayleigh Sullivan - Government Services Specialist
Marsellas Williams - Government Services Specialist

CALL TO ORDER

Council Chairman Butch Hall called the September 14, 2017, meeting to order at 6:00 pm.

ROLL CALL

Executive Assistant Kim Stanton indicated that a quorum was present with 21 voting and 12 non-voting members present.

OPENING CEREMONIES

a. Invocation and Pledge of Allegiance

Crawford County Council Member Paul Chapman gave the invocation and the Council followed with the Pledge of Allegiance.

b. Welcome

Council Chairman Butch Hall welcomed everyone to the September 14, 2017, Council meeting.

c. Introduction of New Members/Guests

Council Chairman Butch Hall acknowledged the following guests at the Regional Commission Council meeting:

Carolyn Dallas - Field Representative for Jody Hice
Shavonda Hill - Field Representative for Sanford Bishop
Tonya Mole, Field Representative for DCA
Greg Ziesenhene - Field Representative for Senator David Perdue
Chrissy Miner - 21st Century Partnership
Daniel Rhodes – 21st Century Partnership

GUEST SPEAKER

Tommy Stalnaker, Chairman, Houston County Board of Commissioners introduced Chrissy Miner and Daniel Rhodes, 21st Century Partnership. Chrissy Miner and Daniel Rhodes thanked the Council for the opportunity to speak about the 21st Century Partnership. Ms. Miner expressed the importance of the partnership between the local, regional, state and national governments, regional chambers, development authorities, and other interested parties to ensure the long-term viability and sustainability of Robins Air Force Base and the economic development throughout the region.

STANDARD ORDER OF BUSINESS

- a. Approval of Minutes of August 10, 2017, Council meeting

There were no corrections to the minutes of the August 10, 2017, Council meeting. They were unanimously approved on a motion by Johnny Westmoreland and second by Marty Dominy.

- b. Old Business

None

- c. New Business

- i. Report of Budget, Audit & Personnel Committee

Robert Reichert reported that the Budget, Audit and Personnel Committee met on September 6 to consider a number of matters. Members present were Dick Bazemore, Billy Webster, Charles Brack, Butch Hall, Shannon Hart, Clifford Holmes, and Johnny Westmoreland.

- a. FY 2018 Proposed Budget Amendment #1

Robert Reichert reported that the committee received an update on the FY 2017 audits for the Regional Commission and GSBL. This will be the final audit for GSBL. In addition, the committee received a report that a plan administration document for the Regional Commission's Section 125 plan is required and will be prepared for consideration at a later meeting.

The first action item for the Committee was the review and discussion of Budget Amendment #1. A detailed line item budget was included in the meeting package.

Revenues

- Local revenues are proposed to increase by \$15,260 from the FY 2018 Original Budget as a result of new contracts that have been executed.
- State revenues are proposed to increase by \$72,905. The increase is primarily the result of the increase in state funding for The Department of Community Affairs LUCA and Aging Programs.
- Federal revenues are proposed to increase by \$58,398 due to an increase in funding for the Aging Program.
- Pass-through revenues are proposed to increase by \$215,585. The increase is the result of the increased allocation from Department of Human Services for the Aging Program and a reduction in the initial allocation for coordinated transportation.

On the expenditures side, several line items are proposed to increase due to the Aging Program. These line items total \$40,342. In addition, \$6,600 is allocated for anticipated costs associated with hosting the TSPLOST meetings and GDOT Board Meeting sponsorship. Lastly, \$65,750 for additional capital outlays are proposed. The capital projects are to replace two fleet vehicles and to replace conference room chairs. Pass-Through expenditures are proposed to increase to balance the pass-through revenues.

The net result of the budget amendment is an increase of \$362,148.

Robert Reichert made a motion to approve FY 2018 Proposed Budget Amendment #1. Council Chairman Butch Hall stated that because this is a recommendation from the Committee, no second is required for a vote. The Council voted unanimously to approve FY 2018 Budget Amendment #1.

b. Loan Loss Reserves

The Committee discussed the Loan Loss Reserves. As part of the preparation for the FY 2017 audits, the Finance Department reviewed all delinquent loans in comparison to the Loan Loss

Reserves recorded. With the dissolution of GSBL, financial matters involving the management of the revolving loan fund now rests with the Regional Commission Council. The recommended actions will not have a financial impact on the Regional Commission, nor would the loans be forgiven. It would, however, correctly reflect the accounts as “doubtful” or “uncollectable” on the financial records of the organization.

- Rural Development loan number 43 closed in 2001. The borrowers filed for bankruptcy in August 2013, payments have been sporadic and the outstanding loan balance as of June 30, 2017, is \$9,517.89.
- Rural Development loan number 84 closed in 2014. The borrowers filed for bankruptcy January 2017 and no payments have been received since that time. The outstanding loan balance as of June 30, 2017, is \$46,936.21.

The Budget, Audit and Personnel Committee recommends that the Loan Loss Reserves for loan number 43 be increased by \$9,517.89 to cover 100 percent of this delinquent loan balance and the Loan Loss Reserves for loan number 84 be increased by \$46,936.21 to cover 100 percent of this delinquent loan balance.

Robert Reichert made a motion to approve an increase to the Loan Loss Reserves. Council Chairman Butch Hall stated that because this is a recommendation from the Committee, no second is required for a vote. The Council voted unanimously to approve the Loan Loss Reserves.

c. Personnel Policy Addendum

Robert Reichert reported that the Committee also considered an addendum to the Personnel Policy Manual. In June, the Committee discussed changes in the federal and state Aging programs will require the Regional Commission to bill Medicaid directly for Aging services. The only mechanism for obtaining a Medicaid Provider Number is for certain Accountability Information to be provided. Although we have a federal tax identification number, it does not meet the accountability requirements; a social security number of a responsible person must be provided. After research by legal counsel, an addendum to the Personnel Policy Manual was drafted to authorize the Executive Director to provide Accountability Information and obtain a Medicaid Provider Number. The policy also provides the appropriate indemnification clauses and does not require the Executive Director to do so.

After considerable discussion, Mr. Chairman and the Budget, Audit, and Personnel Committee recommends the adoption of the proposed addendum to the Personnel Policy Manual and the application for a Medicaid Provider Number in the name of the Middle Georgia Regional Commission for the purposes of administering Area Agency on Aging programs.

Robert Reichert made a motion to adopt the proposed addendum to the Personnel Policy Manual. Council Chairman Butch Hall stated that because this is a recommendation from the Committee, no second is required for a vote. The Council voted unanimously to approve the Personnel Policy Manual Addendum.

ii. Contract Award Office of Economic Adjustment Air Strategic Plan

Greg Boike reported that as part of the Middle Georgia Regional Commission's (MGRC) project funded by the Department of Defense, Office of Economic Adjustment, MGRC proposed assistance to the Middle Georgia Regional Airport for the purpose of creating a strategic plan. This plan would provide direction to opportunities surrounding the aerospace industry to aid in economic diversification not directly tied to defense contracting.

Approval to award the contract to Goodwyn Mills and Cawood, Inc. was unanimously approved on a motion by Mark Dupree and second by Greg Tapley.

iii. Approval of Comprehensive Economic Development Strategy

Greg Boike reported that under the Middle Georgia Regional Commission's funding agreement with the U.S. Economic Development Administration (EDA), the region is required to update its Comprehensive Economic Development Strategy (CEDS) every five years. The CEDS is a broad blueprint for economic development across the region and uses data and trends to highlight regional strengths, weaknesses, opportunities, and threats. The CEDS also includes a series of action items to seize our opportunities, mitigate our threats, and build a stronger and more resilient economy for Middle Georgia.

WHEREAS, the Middle Georgia Regional Commission (MGRC) has been a designated Economic Development District under the requirements and regulations of the Department of Commerce, Economic Development Administration (EDA) since 1978; and

WHEREAS, the member governments and citizens of the Middle Georgia Regional Commission have benefited through the resources and assistance available to designated districts and through numerous successful projects throughout the district; and

WHEREAS, the EDA requires qualifying districts to prepare a Comprehensive Economic Development Strategy (CEDS) to guide the region's economic development programs and to remain eligible for EDA assistance and financial awards; and

WHEREAS, the EDA requires a five-year plan for economic development to be included in the CEDS; and

WHEREAS, a CEDS document has been prepared and available for public review and comment since August 10, 2017; and

WHEREAS, the Council desires the CEDS document be submitted to the EDA in fulfillment of the requirements; and

WHEREAS, the MGRC Council has determined that the CEDS's current update reasonably reflects general and specific goals, projects and desired outcomes.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Middle Georgia Regional Commission does hereby adopt the 2017 - 2022 Comprehensive Economic Development Strategy Update as the general guide for economic development activities and approves the Comprehensive Economic Development Strategy for submission to the Economic Development Administration in compliance with the requirements.

Approval to adopt the 2017 – 2022 CEDS was unanimously approved on a motion by Dick Bazemore and second by Mark Dupree.

iv. Local Assistance Requests

Kayleigh Sullivan presented the following local assistance requests that have been received since the August Council meeting:

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| Community: | Baldwin County |
| Project Description: | Assistance with an application through the U.S. Department of Justice, Office of Justice Program, and the Bureau of Justice Program. |
| Community: | City of Centerville |
| Project Description: | Assistance with applying for a grant through the Department of Natural Resources for Center Park at Centerville. |
| Community: | City of Eatonton |
| Project Description: | Assistance with the Local Update of Census Addresses (LUCA) Operation. |
| Community: | City of Hawkinsville |
| Project Description: | Assistance with submitting a Land and Water Conservation Grant to upgrade the Harness Facility Pavilion. |
| Community: | City of Jeffersonville |
| Project Description: | Assistance with submitting an Immediate Threat and Danger Grant for sewer repairs. |

Community: Jones County
Project Description: Assistance with reviewing applications and conducting interviews for the Human Resources Director position for Jones County.

Community: Jones County
Project Description: Assistance with submitting a State Farm Grant for a Special Needs Playground.

Community: Macon-Bibb County
Project Description: Assistance with assembling data to help the Macon Volunteer Clinic identify areas and types of greatest need in the community for medical services.

Community: Monroe County
Project Description: Assistance with updating Local Legislation related to county operations.

Ms. Sullivan also reported on several recent projects.

- The City of Fort Valley was awarded a \$750,000 Community Development Block grant to repair overflowing sewer mains in a low-income neighborhood.
- The Area Agency on Aging provided 50 shelf-stable meals to residents of a local independent senior apartment community and will continue to provide guidance and resources throughout the coming weeks as the community recovers from the aftermath of Hurricane Irma.

The local assistance requests were unanimously approved on a motion by Robert Reichert and second by Eric Wilson.

GOOD OF THE ORDER

- a. Developments of Regional Impact #2714 and #2719

Greg Boike reported that Macon-Bibb County submitted DRI #2714 for Project Sardis; a proposed distribution facility in Macon-Bibb County.

Greg Boike reported that Macon-Bibb County submitted DRI #2719 for Project Bengal; a proposed tissue manufacturing facility for Irving Consumer Products in Macon-Bibb County.

No action is required.

- b. Nominating Committee

Council Chairman Hall reported that in accordance with the Bylaws, the following appointments to the Nominating Committee for the slate of officers is as follows:

John Harley
Paul Chapman
Shannon Hart
James Richardson
George Slappey, Chair

c. Executive Director's Report

Ms. Mathis thanked Chrissy Miner and Daniel Rhodes for speaking at the Council meeting.

- Ms. Mathis stated that 15 of the 31 local governments have completed the LUCA process of being enrolled and certified.
- The regional TSPLOST Roundtable has voted to postpone the November referendum to May 2018 to give them more time to refine the project list.
- Invitations have been mailed out for the MGRC Annual meeting on October 12, 2017.
- The Council will be receiving information for the Association of Regional Commissions (GARC) Annual Conference, November 8 – 10, 2017, St. Simons.

ANNOUNCEMENTS

- a. Annual Meeting October 12, 2017, Lake Tobesofkee
- b. Georgia Association of Regional Commissions (GARC) Annual Conference, November 8 – 10, 2017, St. Simons, Georgia
- c. November Council meeting has been rescheduled to November 16, 2017

ADJOURN

There being no further business, the September Council meeting was adjourned until October 12, 2017.