

PURCHASE AREA DEVELOPMENT DISTRICT

BOARD OF DIRECTORS MEETING

October 22, 2018

The Purchase Area Development District Board of Directors met on Monday, October 22, 2018, at 3:00 p.m., in the conference room of the PADD office. Board members in attendance, asterisk denotes absence:

Ballard
Judge/Executive Todd Cooper
Kenneth Rowland, proxy for Mayor George Lane
Justin Puckett

Graves
Judge/Executive Jesse Perry*
Mayor Teresa Rochetti-Cantrell, Chair
Mayor Charles Shelby*
Karen Wilson, proxy for Tamie Johnson
Pete Galloway
Deric Todd*

Calloway
Judge/Executive Kenny Imes
Mayor Jack Rose
Sue Outland
Mark Manning*

Hickman
Judge/Executive Kenny Wilson, Secretary
Mayor Phyllis Campbell*
Judy Stephens
Howard Dillard*

Carlisle
Judge/Executive Greg Terry, Treasurer
Nancy Henley*
Bill Fraser

Marshall
Judge/Executive Kevin Neal*
Mayor Rita Dotson
John Ward*
Danny Holt*

Fulton
Judge/Executive Jim Martin
Mike Gunn, proxy for Mayor David Prater
Mayor David Lattus*
Perry Turner*
Greg Curlin*

McCracken
Judge/Executive Bob Leeper*
Mayor Brandi Harless*
Frances Hamilton*
Arthur Boykin, Vice-Chair
Lee King
Pam Wright
Bill Bartleman

Guests Present:
Shawn Miller, DLZ
Martie Wiles, Congressman Comer's office
Christina Peterson, Senator Rand Paul's office
Representative Richard Heath

I. CALL TO ORDER

Mayor Teresa Rochetti-Cantrell, Chair of the PADD Board of Directors, called the meeting to order at 3 PM and introduced the proxies and guests.

II. OLD BUSINESS

Chair Cantrell asked for approval of the September 17, 2018, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, Judge/Executive Greg Terry seconded, and the motion passed unanimously.**

- A. Next, Chair Cantrell called on Ms. Beth Caldwell, the Associate Director of Finance, who summarized the Budget-to-Expense Report for the month ending August 2018.
- B. Chair-Cantrell shared that Calloway County Judge/Executive Larry Elkins resigned at the end of September, and with his resignation, that left an opening for Chairman of the PADD Water Management Committee. She noted that, according to the PADD's Bylaws, Article IV, Section IV, "The chairman of any task force or committee shall be appointed by the Chairman of the PADD Board with concurrence of the Board of Directors." Chair Cantrell then recommended that Ballard County Judge/Executive Todd Cooper serve as Chairman of the Water Management Committee. **Judge/Executive Greg Terry made the motion to approve the appointment of Ballard County Judge/Executive Todd Cooper to Chair the PADD Water Management Committee, Judge/Executive Kenny Wilson seconded the motion and it passed unanimously.** Chair Cantrell then welcomed newly appointed Calloway County Judge/Executive Kenny Imes to the PADD Board of Directors.
- C. Chair Cantrell called on Judge/Executive Kenny Wilson for the PADD Personnel & Finance Committee report. He shared that the Committee met on October 22nd, at 2 pm at the PADD office, and reviewed the Executive Director's monthly travel voucher, timesheet, office credit card bill, and the 12 page-monthly budget-to-expense report. Judge Wilson shared that the Personnel and Finance Committee had received no Code of Ethics Violations to report. He shared that the Committee also approved the PADD's continuation in the State Health Insurance Plan, Anthem Blue Cross/Blue Shield, for 2019, and directed the staff to investigate other options and related costs for 2020. The Committee also authorized staff to join other ADDs in a "Position Classification" study, to address the new requirements in KRS 147A.115, that came out of HB189, requiring a "detailed and equitable compensation policy for employees".

Judge Wilson then reported on the contracts that were signed during the month including 3 federally funded aging contracts and the Kentucky Infrastructure Authority contract; he explained that all were continuation contracts that required no Board action. Judge Wilson did draw attention to the 2nd contract listed as Mayfield Consumer Products; a correction was made to state it was a contract with Graves County Fiscal Court to administer the MCP Community Development Block Grant Project. The Personnel and Finance Committee approved the new contract and he offered his thanks to Graves County for allowing the PADD to administer their project.

Judge Wilson continued by sharing information about the legal action between 7 of the Area Development Districts and the Department for Local Government (DLG). He stated the PADD was notified on September 29th, that the Judge granted DLG's Motion to Dismiss the case. On October 8th, the ADDs' attorney filed a Motion for Reconsideration

and DLG responded to that motion on October 16th. Judge Wilson informed the Board that the PADD still had not received an FY19 JFA contract.

Next, Judge Wilson reported that the PADD had a “Security Incident” and he called on Michele Latta, PADD Network Administrator, for more information. Ms. Latta shared the details of the security incident at the PADD and reported the steps that were taken to secure the mailbox involved in the incident. This included consulting with KeeForce, a local technology firm, to test the user’s system and to verify that all security steps needed, were taken. PADD staff the, under the advice of legal counsel, sent information concerning the breach to the individuals that *could* have been affected and notified the Finance Cabinet Secretary, Auditor of Public Accounts, Kentucky State Police, Attorney General, Commissioner of the Kentucky Department of Library and Archives, Commonwealth Office of Technology, Department for Local Government, the Small Business Administration (SBA), the United State Department of Agriculture (USDA)-Rural Development, and the Economic Development Administration (EDA).

III. NEW BUSINESS

- A. Chair Cantrell then introduced Ms. Shellie Hampton, Director of Governmental Relations for the Kentucky Association of Counties(KACo). Ms. Hampton shared information about items that KACo will highlight in the upcoming session in January, focusing on transportation infrastructure needs, tax reform, election costs, and jail costs.

Chair Cantrell also introduced Mr. Tony Wilder, Executive Director of the Kentucky Council of Area Development Districts (KCADD). Mr. Wilder announced that he was happy to be working with the ADD offices and noted how important ADDs are to the Counties and Cities in the state. He further noted that when he was a county judge/executive and an ADD board member, he saw the ADD as a, “refuge from partisanship”.

B. STANDING COMMITTEE

1. AGING COMMITTEE

Chair Cantrell called on Ms. Lee King, the Aging Committee Chairperson, to give the Aging Committee Report. Ms. King began by stating that the National Center on Elder Abuse had developed and made available EAGLE which is the Elder Abuse Guide for Law Enforcement. A flyer was included in the handout packet, and for more information please contact Ms. Ann Ponder Simpson.

Next, Ms. King reported that it is time for Medicaid Open Enrollment and anyone 65 or older to check on their Medicare plan with the PADD State Health Insurance Assistance Program Coordinator, Carissa Roberson, or attend one of the many events already scheduled across the district.

Ms. King shared the unduplicated persons served through the PADD and the subcontracted unduplicated persons on pages 33-36 of the packet. Program reports were found on pages 37-43 of the handout packet. Also, included on page 44 in the handout packet were the FY19 monthly subcontractor payment reports.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Cantrell called on Judge Kenny Wilson to give the Regional Transportation Committee's report. Judge Wilson reported that the Transportation committee met on September 19, 2018 at the PADD office. The minutes were included in the handout packet.

Next, Judge Wilson shared that included in the handout packet on pages 65-67 the FY19 PADD Regional Transportation Committee Goals and Objectives. The committee reviewed and approved the goals and objectives at the September committee meeting.

In conclusion, Judge Wilson reported that the Federal Highway Administration and the American Association of State Highway and Transportation Officials recently released a series of continue training modules that will be available for free to local governments. Information about the opportunity and how to access the modules were located on page 68 of the handout packet.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Cantrell called on Mr. Bjarne Hansen for the Community and Economic Development Committee report. Mr. Bjarne Hansen began by reporting with an announcement of an Area Development Fund (ADF) grant to Ballard County Fiscal Court in the amount of \$3,919.00. Fulton County is seeking approval to change the use of the ADF funds from a vehicle to improvement of the county office building in the preapproved amount of \$4,706.46. **Judge Greg Terry made a motion to approve the move of ADF funds to be used for improvement to the county office building, Mr. Bill Fraser seconded the motion and it passed unanimously.**

Mr. Hansen reported that McCracken Count received a Homeland Security Law Enforcement Protection Grant award to purchase 25 Body Armor Vests in the amount of \$15,960.00 and Calloway County was awarded \$17,380.00 to purchase 20 tasers.

Next Mr. Hansen shared information on the Homeland Security FY 2018 Assistance to Firefighters Grant (AFG) Program. Approximately \$315 million in competitive grants to fire departments, non-affiliated EMS organizations, and state fire training academies.

He then reported that letters were sent out pertaining to Community project information that is due on October 31st. Each community was asked to review their project information and provide updates for the Community Economic Development Strategy (CEDS) that is submitted to the Economic Development Administration annually.

Community Development Block Grant (CDBG) updates involving Kayser, MCP and the City of LaCenter's wastewater project were provided. Three PADD staff recently attended the CDBG Certification training in Frankfort.

Delta Regional Authority SEDAP funds were awarded to Murray Economic Development in the amount of \$357,373, and Marshall County received \$307,000. PADD Staff is assisting Paducah with a Pump Station #2 project reimbursement request and provided support to the Merryman House regarding their previous award.

PADD Staff also reported that they are assisting the City of Mayfield with their Transportation Alternative Program Bikeway Project.

Mr. Hansen shared that the City of Paducah received \$100,000 from the Joint Funding Administration, Recreational Trails Program.

Next, Mr. Hansen shared reported that information in the handout packet included a listing of projects in the region that were submitted to the state clearinghouse in September.

C. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS

1. COMMODITY AND FOOD BANK TASK FORCE

Chair Cantrell called on Mr. Mark Davis, for the commodity report. Mr. Davis shared that Ballard County and Fulton County are currently participating in the Commonwealth Bowl of Kentucky, which is friendly competition between counties to raise resources for local food banks prior to the holidays. This effort is a statewide collaboration between the Secretary of State, Kentucky Association of Food Banks and the Kentucky Association of Counties.

Mr. Davis then reported that 688,187 pounds of commodities were distributed in the past quarter through 3 programs.

2. WATER MANAGEMENT COUNCIL

Chair Cantrell called on Mr. Mark Davis for the Water Management report. Mr. Davis referred to page 95 of the handout packet for information on the Kentucky Infrastructure Authority 2020 State Revolving Fund Program call for projects. Any jurisdiction interested in pursuing a drinking water or clean water loan through this program to receive an updated project profile in the Water Resource Information System (WRIS). The deadline for request is December 14, 2018, and each project must be endorsed by the Purchase Area Water Management Council and then PADD Staff will complete the KIA upload process.

In conclusion, Mr. Davis announced that the Water Law Series Seminar has been approved for 6 hours of Continuing Education Training for Water District Commissioners.

3. BUSINESS LENDING REPORT

Chair Cantrell called on Mr. Mike Maxwell for the Business Lending Report, he shared that the business lending team approved 2 active applications that were approved at the August 26th Loan Review Committee but have not yet closed.

Mr. Maxwell shared that the ANAj, LLC will close in October. The terms approved were for a \$65,000 loan in the United States Department of Agriculture Intermediary Relending Program. The terms approved were for 6% for 10 years. ANAj, LLC. is a new women's boutique opening in Mayfield, KY. The proceeds will be to purchase equipment and to complete renovations to the property located on the Mayfield Court

Square. This project is projected to provide 3 new full-time jobs. He also reported that the SBA 504 loan that was approved was withdrawn.

In conclusion, Mr. Maxwell shared that the PADD business lending team had received 3 additional small business loan requests that are in the early application phase and will be presented at the October 26th Loan Review Committee Meeting.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Cantrell called on Ms. Dee Taylor for the Workforce Innovation and Opportunity report. Ms. Taylor reported that the West Kentucky and Northern Middle Tennessee Workforce Boards received funding from the Department of Labor for the Fort Campbell Strong Workforce Partnership that impact transitioning military. This program will help soldier and military personnel transition back to civilian life.

Next, Ms. Taylor shared that the West Kentucky Workforce Board was scheduled to meet on Thursday, October 25th at 10:00 a.m. at Lake Barkley State Resort Park Convention Center.

Secretary Derrick Ramsey from the Education and Workforce Development cabinet was scheduled to visit the local career centers in the Purchase/Pennyrile area. Secretary Ramsey plans to visit the Breathitt Career Center in Hopkinsville and the Paducah Career Center.

Ms. Taylor then shared that the West Kentucky Educational Cooperative had received \$9.5 million dollar grant from the U.S. Department of Education Office of Postsecondary education for Gaining Early Awareness and Readiness for undergraduate Program (Gear UP). Gear Up work with the school districts to create a college and career pathway culture resulting in an increase in the number of students, who are prepared to enter and succeed in postsecondary education, obtain industry certifications, and enter the workforce in high demand sectors with an emphasis on Science, Technology, Engineering, and Math (STEM) related fields. This is a 7-year grant for 20 schools from 10 districts in nine west Kentucky counties.

5. HUMAN SERVICES - No Report

6. REGIONAL HAZARD MITIGATION COMMITTEE

Chair Cantrell called on Mr. Mark Davis for the Hazard Mitigation Report. Mr. Davis shared that the Federal Emergency Management Agency (FEMA) approved the region's Multi-Jurisdictional Hazard Mitigation Plan in correspondence dated September 4, 2018. The plan had been posted on the PADD website. The plan has a regional section as well as a chapter for each county.

C. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION - No Report

2. JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION No Report

D. ANNOUNCEMENTS

Chair Cantrell called on PADD Executive Director, Jennifer Beck Walker, for her announcements. Ms. Walker announced that the next Kentucky Council of Area Development Districts (KCADD) Board Meeting was scheduled for November 14th at 11:00 am in Lexington at the Convention Center. She reminded the Board that although the PADD Chairman and Vice-Chairman were the voting delegates to KCADD, all PADD Board Members are members of KCADD and welcome to attend.

Ms. Walker next shared that R J. Palmer with Compass Municipal Advisors, would be the speaker at the November Board Meeting. Mr. Palmer will be sharing with the board more information about the KCADD Bond Program.

In conclusion, Ms. Walker thanked the PADD Board members that attended the NADO conference in Charlotte. She mentioned that one of the most interesting things she learned during the conference was about the urban/rural divide and the likelihood of “service deserts” in rural areas as funding followed population in the urban areas.

Finally, Ms. Walker thanked those who attended the Annual PADD Fish Fry on September 27th. She shared that 200 guests attended in the rain and expressed the staff’s appreciation for their dedication.

IV. ADJOURNMENT

Mr. Bill Fraser moved to adjourn, Mr. Pete Galloway seconded the motion, and the motion passed unanimously.

Chair, Mayor Teresa Rochetti-Cantrell

Secretary, Judge/Executive Kenny Wilson