

# PURCHASE AREA DEVELOPMENT DISTRICT

## BOARD OF DIRECTORS MEETING

April 17, 2017

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The Purchase Area Development District Board of Directors met on Monday, April 17, 2017, at 3:00 p.m., in the conference room of the PADD office. Board members in attendance, asterisk denotes absence:

Ballard  
Todd Cooper, proxy for Judge/Executive Vickie Viniard,  
Kenneth Rowland, proxy for Mayor George Lane  
Clyde Elrod\*

Graves  
Judge/Executive Jesse Perry\*  
Mayor Teresa Rochetti-Cantrell, Vice Chair  
Mayor Charles Shelby\*  
Tamie Johnson  
Pete Galloway  
George Hurd

Calloway  
Judge/Executive Larry Elkins  
Mayor Jack Rose\*  
Joe Bolin  
Sue Outland\*  
Mark Manning\*

Hickman  
Judge/Executive Kenny Wilson  
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  
Brad Warning\*

Fulton  
Judge/Exec Jim Martin  
Cubb Stokes, proxy for Mayor Prater  
James Gray, proxy for Mayor David Lattus  
James O. Butts  
Perry Turner

McCracken  
Judge/Executive Bob Leeper  
Mayor Brandi Harless\*  
Dee Felts, proxy for Frances Hamilton  
Arthur Boykin, Secretary  
Lee King  
Pam Wright  
Bill Bartleman

### Guests Present:

Sheila Clark, West Kentucky Workforce  
Marta Elliott, Rural Development  
Martie Wiles, Congressman Comer's office  
Mark Welch, Kentucky Transportation  
Shawn Miller, DLZ  
Morgan Alvey, Senator McConnell's office  
Rebecca Rittenhouse, DLG

Emerson Goodwin, KY Care  
Hawkins Teague, Mayfield Messenger  
Nathan Kent, Mayfield Police Chief  
John Poole, City of Mayfield  
Representative Kenny Imes  
Fred Nesler, KY Department of Agriculture  
Jeremy Creason, Mayfield Fire Department

I. CALL TO ORDER

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

II. OLD BUSINESS

- A. Vice Chair Cantrell asked for approval of the March 20, 2017, Board Meeting minutes. **Mr. Bill Fraser moved for the approval, Mr. Pete Galloway seconded and the motion passed unanimously.**
- B. Next, Vice Chair Cantrell called on Mr. Andy Bennett who summarized the Budget-to-Expense Report for the month ending February 2017.
- C. Vice Chair Cantrell called on Mr. Arthur Boykin, Secretary of the Personnel and Finance Committee, for the report. Mr. Boykin reported that the committee met at 2 PM on April 17<sup>th</sup>. They reviewed the Executive Director's monthly travel voucher, timesheet, office credit card bill, and the 12-page monthly budget-to-expense report.

Next, Mr. Boykin reported that the Executive Director had signed one contract for the month of April with Dietary Consultants in the amount of \$5,000 for them to create menus meeting the dietary requirements for the federal Title III Older Americans Act meals and the state Homecare meals, all provided through the area senior centers. These federal and state funds flow through the Cabinet for Health and Family Services, Department for Aging and Independent Living.

Mr. Boykin shared that the PADD received correspondence from the Department for Local Government stating that they had reviewed the PADD FY18 Costs Allocation Plan and deemed it to be in compliance with federal and state requirements.

In conclusion, Mr. Boykin shared that due to health reasons preventing her regular attendance at monthly Board Meetings, Judge Viniard submitted her resignation as Chair of the Purchase Area Development District Board. Mr. Boykin wished her the best as she focuses on her health.

Next, Mr. Boykin shared from the PADD bylaws, by stating that "in the event of any vacancy occurring during the period for which an officer had been elected the Chairman may, with the consent of the Board, fill such vacancy for the unexpired term at any regular meeting or any special meeting of the Board." As it is the chairmanship that is the vacant office, the Personnel and Finance Committee recommended that the FY17 Nominating Committee, made up of the 3 most recent PADD Board Chairman still sitting on the Board, Judge Larry Elkins, Mr. Clyde Elrod, and Judge Greg Terry, meet and bring a recommendation for consideration to the May 15<sup>th</sup> Board Meeting. **Mr. Boykin made the motion to call on the FY17 Nominating Committee to meet and bring forth a consideration for the vacant Chairman position, Mr. Pete Galloway seconded the motion and it passed unanimously.**

### III. NEW BUSINESS

#### A. Guest Speakers

Vice-Chair Cantrell introduced the guest speakers. Mr. J.D. Chaney, from the Kentucky League of Cities, Mr. Darrell Link, Executive Director of the Kentucky Council of Area Development Districts, and Ms. Shellie Hampton, with the Kentucky Association of Counties.

The speakers provided members with an overview of the 2017 Legislative Session. Each spoke about the efficiency of the session. According to JD Chaney, Deputy Director of the Kentucky League of Cities, typically 11% of bills filed are passed during a session. However, in 2017, 793 bills were introduced and 191 were passed; raising that pass rate to 24%.

#### B. STANDING COMMITTEES

##### 1. AGING COMMITTEE

Vice Chair Cantrell called on Ms. Lee King, Aging Committee Chairperson to give the Aging Committee report. Ms. King shared THE unduplicated number of persons served in February by the PADD staff provided case management and service assistance to clients in the District through the Family Caregiver, Homecare, State Health Insurance Assistance, Ombudsman, Participant Directed Services, and the Aging and Disability Resource Center programs. She also shared the unduplicated number of clients served by each program, clients served through subcontracted to our partner agencies, the Senior Citizens Centers, West Kentucky Allied Services, and Kentucky Legal Aid.

In conclusion, Ms. King shared that all Area Agency on Aging and Independent Living program activity reports are located on the PADD's website.

##### 2. REGIONAL TRANSPORTATION COMMITTEE

Vice Chair Cantrell called upon Mr. Stacey Courtney for the Regional Transportation Committee's monthly report.

Mr. Courtney shared that each year the Purchase Area Development District in conjunction with the Fulton County Transit Authority, Murray Calloway County Transit Authority and the Paducah Transit Authority conduct a planning process designed to make sure that all public transit resources are used in the most efficient manner possible. Over 160 public and private transportation agencies in the region were notified of this year's Coordination Meeting which was conducted on February 23, 2017. A summary of this process had been included in the packet. **Mr. Arthur Boykin made a motion to authorized Vice-Chair Cantrell to sign the approval and adoption letter provided in the handout packet, Mayor Phyllis Campbell seconded the motion and it passed unanimously.**

### 3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Vice Chair Cantrell called on Mr. Brad Davis, Associate Director for the Community and Economic Development Council report. Mr. Davis shared that the Department for Local Government had issued guidance on the Area Development Fund program. The Area Development Fund (ADF) program funding is distributed through the ADD to each participating city and county in the region. The new guidance clarifies the allocation process to each ADD. The process in which the funds are allocated in our region had not been changed. Eligible projects are still capital projects that contribute to community and industrial development. The project is approved by the board of directors and then we complete the application and submit to Department for Local Government they will review the project and issue a final decision on the project within 45 days of submittal. The city/county then has two years to complete the project. The full guidelines are included in the on-line packet. All questions were directed to Mr. Jeremy Buchanan or Mr. Davis.

In conclusion, Mr. Davis shared that the listing of projects in the region that were submitted to the state clearinghouse in March were included in the hand-out packet.

### C. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS.

#### 1. COMMODITY AND FOOD BANK TASK FORCE

Vice Chair Cantrell called on Mr. Clay Black, Commodity and Food Bank Coordinator to give the commodity report. Mr. Black shared the Commodities and Supplemental Food Program disbursements for March were 52,682 pounds of commodities to 1,681 seniors in the eight counties of the Purchase. The Emergency Food Assistance Program disbursed 46,110 pounds of commodities to 2,502 household. In addition, 1,723 meals were served through one soup kitchen.

Mr. Black continued to report that, through the Food Bank program, 61,618 pounds of commodities were disbursed to 4,027 household, and 2,324 meals were served through three soup kitchens.

Next, Mr. Black shared that the Feeding America Backpack program distributed 7,480 pounds of Backpack food items to 374 children in 15 schools. In total, 167,890 pounds were distributed for all four programs.

#### 2. WATER MANAGEMENT COUNCIL

Vice-Chair Cantrell called on Judge/Executive Larry Elkins, Chairman of the Water Management Council for the Water Management Report. Judge Elkins shared that at the April 6<sup>th</sup> Water Management meeting three new projects were approved. Two water projects, 1 in Graves County for a new water well and 1 in Calloway County for new automated meters. There was a single Wastewater Project also for Graves County for two new screw pumps at that treatment facility.

Judge Elkins continued to report that PADD staff is in the process of GPS data collection for several water and sewer systems within Graves County. This data will be incorporated into the Water Resource Information System (WRIS) in the coming weeks and will be available for public use by June 2017. Also, PADD staff is currently conducting the yearly site visits for water and sewer facilities within all eight counties. These visits are used to gather analytical data regarding each system. Over time this information shows trends that allow the operators and managers to make more informed decisions and increase a systems efficiency.

3. BUSINESS LENDING REPORT - No Report

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Vice Chair Cantrell called on Ms. Mary Anne Medlock, to give the Workforce Innovation and Opportunity report. Ms. Medlock called on Ms. Sheila Clark for an overview of new policies and procurements that are moving forward.

Ms. Medlock shared that on January 9<sup>th</sup>, the KY Education and Workforce Cabinet announced its intent to close 31 career centers across the state. That meant, Paducah and Hopkinsville would be the only two hubs to serve the 17-county workforce board area. The Cabinet negotiated with the local workforce boards, to allow Office of Employment Training (OET) staff to work days in centers outside the hubs. On April 10<sup>th</sup>, the Cabinet informed Ms. Clark that they would maintain seven OET employees at the Paducah hub and send one OET staff member to the West Kentucky Community & Technical College's Skilled Craft Training Center located in Hickory one day a week beginning in April.

Next, Ms. Medlock shared that Toyota USA recently donated nine new vehicles to be used as equipment in the high school auto-tech programs. Three were received by Paducah Area Technology Center, three by Fulton County Area Technical Center and three at Murray-Calloway County Area Technology Center. In total, the donation was worth \$186,000. This donation is a valuable tool in meeting the cash match needed by the Work Ready Skills Initiative grant.

Since the beginning of the fiscal year in July, 232 individuals have received nearly \$1.4 million in tuition assistance for postsecondary training. In January, 56 individuals enrolled in school and these individuals were primarily dislocated workers affected by recent closures.

5. HUMAN SERVICES - No Report

6. REGIONAL HAZARD MITIGATION COMMITTEE – No Report

D. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION – No Report

2. JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION –No Report

E. ANNOUNCEMENTS

Vice-Chair Cantrell called on Ms. Jennifer Beck Walker, PADD Executive Director, for announcements. Ms. Walker shared an announcement that Congressman Comer will be holding a Town Hall meeting in Bardwell located at the Carlisle County Extension Office on April 19<sup>th</sup> at 9:30 A.M. Ms. Walker reminded the Board that the next PADD Board of Directors meeting would be Monday, May 15<sup>th</sup>, at 3 P.M.

IV. ADJOURNMENT

**Mr. Pete Galloway moved to adjourn, Mr. Arthur Boykin seconded the motion and the motion passed unanimously.**

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Vice-Chair, Mayor Teresa Rochetti-Cantrell

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Secretary, Mr. Arthur Boykin