

PURCHASE AREA DEVELOPMENT DISTRICT

BOARD OF DIRECTORS MEETING

April 16, 2018

The Purchase Area Development District Board of Directors met on Monday, April 16, 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*
Tamie Johnson
Pete Galloway
Deric Todd

Calloway
Judge/Executive Larry Elkins*
Mayor Jack Rose
Joe Bolin*
Sue Outland
Brad Davis, proxy for 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
Brad Warning*

Fulton
Judge/Executive Jim Martin*
Mayor David Prater*
Mayor David Lattus*
Perry Turner
Mary Anne Medlock, proxy for Greg Curlin

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

Guests Present:
Morgan Alvey, Senator McConnell's office
Samantha Breedlove, West KY Allied
Barbara Gilliam, USDA
Robi Fauser Fink, USDA
Marta Elliott, USDA

Noel Coplen, Graves County Health Department
Marti Wiles, Congressman Comer's office
David Jenkins, Ross, Sinclair & Associates
Rebecca Rittenhouse, Governor Bevin's office
Shawn Miller, DLZ
Elizabeth Lamb, Mayfield/Graves County Senior Citizens

I. CALL TO ORDER

Mayfield 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

- A. Chair Cantrell asked for approval of the March 19, 2018, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, Mr. Pete Galloway seconded, and the motion passed unanimously.**

Chair Cantrell then asked for approval of the March 27th Special Called Meeting minutes. **Mr. Pete Galloway motioned for approval, Mr. John Ward seconded, and the motion passed unanimously.**

- B. Next, Chair Cantrell called on Mr. Andy Bennett who summarized the Budget-to-Expense Report for the month ending February 2018.

- C. Chair Cantrell called on Mr. Arthur Boykin, Secretary of the Personnel and Finance Committee, for his report. Mr. Boykin began his report by stating that the Personnel & Finance Committee met at 2:00 p.m. on Monday, April 16, for the monthly meeting. The committee reviewed the executive director's monthly travel voucher and timesheet, the office credit card bill, and the twelve page monthly budget-to-expense report.

Mr. Boykin next shared that 5 aging contract modifications were signed by the Executive Director, 1 employer based training agreement through the Workforce Board had been signed, and 1 contract for audit services had been signed. He noted that all were summarized in the hand out packet and none of the contracts required full board action. He also shared that, again this month, the Personnel and Finance Committee had received no Code of Ethics Violations to report.

Mr. Boykin shared some good news regarding the Joint Funding Administration (JFA) that pays for the PADD's core services to local governments. He offered his thanks to the state legislators for their work on the JFA, in particular the work of House A&R Committee Chairman Steven Rudy and Senate A&R Committee Vice-Chairman Stan Humphries. He noted that not only was the JFA allocation included in the approved 2 year budget, but the JFA funding formula also was included. The PADD did take a fair share cut in the amount of 6.25%, but the correction of the formula means there will be a much more equitable distribution of funds across the state in the next 2 years. He also shared that the PADD has not received any unmatched dollars in this year's contract, but currently are pursuing getting those dollars released.

III. NEW BUSINESS

A. GUEST SPEAKER

Chair Cantrell introduced the guest speaker, Ms. Hilda Legg, State Director for USDA Rural Development. Ms. Legg was appointed by the Trump Administration as Rural Development State Director for Kentucky in November 2017 and is now serving under her fourth President. Ms Legg shared her vast knowledge from experience in public, non-profit and private industries.

Ms. Legg noted that in addition to traditional USDA Rural Development programs, she will be emphasizing work around the Opioid Epidemic and Broadband. She stated she also will be working with Delta Regional Authority projects in this area and appointed Ms. Marta Elliott to work with the Purchase Area.

Finally, Ms. Legg shared that the fundamental values that are taught and lived every day in rural Kentucky are the key for rural economic development and for the next generation to stay in the rural areas.

B. STANDING COMMITTEE

1. AGING COMMITTEE

a. FY 18 Re-Allocations

Chair Cantrell called on Ms. Lee King, the Aging Committee Chairperson, to give the Aging Committee Report. Ms. King shared that PADD board members only need to abstain from voting if they are on the board of the agency of the proposal being considered. Ms. King referred to page 19 of the handout packet for the available Homecare Home Delivered Meals funds were reallocated to Title IIIC-1 congregate Meals. **Ms. King based on the recommendation of Aging Committee, she moved that this reallocation be approved, Mayor Jack Rose seconded the motion and it passed unanimously.**

b. FY 19 – FY 21 Aging Proposals

Next, Ms. King reported that previously the PADD board approved Calloway and McCracken County Senior Citizens to receive contract awards for Title IIID Evidence Based Programming. The PADD Board had requested clarification be gained from the Graves County Health Department prior to approving them to receive a contract award to provide Title IIID Evidence Based Programs. That clarification had been gained with results located on page 20 of the handout packet and the fixed rate was listed as \$10.98 per unit. **Based on the recommendation of the Aging Committee, Ms. King moved that Graves County Health Department be approved to receive the contract award to provide Title IIID Evidence Based Programs, Mr. Perry Turner seconded the motion and it passed unanimously.**

Ms. King continued with her report that in the March PADD meeting, West Kentucky Allied Services was approved to provide Homecare Home Repair to 7 of the 8 counties in our district. A motion was made to approve West Kentucky Allied Services to serve McCracken County for Home Care Home Repair.

There was a motion and a 2nd with a vote. There was no quorum at that time, so the motion could not be approved. Ms. King asked if there was a motion from the Board to approve West Kentucky Allied Services to receive the contract award for Homecare Home Repair in McCracken County. **Mr. Bill Fraser made the motion to approve West Kentucky Allied Services to be awarded the contact for Home Care Home Repair for McCracken County, Mr. Arthur Boykin seconded the motion with a roll called being done; there were 18 yes votes, 1 no vote and 5 abstentions, and the motion passed.**

The next item on the agenda was the Homecare Escort contract. Four bidders submitted proposals to provide Homecare Escort service. The three current providers of this service providing this service for their counties exclusively are Graves County Senior Citizens, Hickman County Senior Center and McCracken County Senior Center and the fourth bidder is Help At Home who proposed to serve all eight counties of the district. Based on the recommendation of the Aging Committee, **Ms. King moved that the current three providers be approved to receive the contract award to provide the Homecare Escort Service in their respective counties and that Help At Home be approved to receive the award to provide Escort Services in the remaining 5 Purchase Counties, Mr. Arthur Boykin seconded the motion and after some discussion the motion passed.**

The next consideration was the Homecare Home Delivered Meals/Frozen Emergency Meals. Each of the current providers, the Senior Citizens Centers, have bid to provide these Nutrition Services in their respective counties. The proposed rates were included in the handout packet. **Based on the recommendation of the Aging Committee, Ms. King moved that each Senior Citizen Center be approved to receive the contract award to provide Homecare Home Delivered Meals and Frozen Emergency meals in their respective counties, Mr. Arthur Boykin seconded the motion, the motion passed with one abstention.**

In conclusion, Ms. King directed attention to the packet for a list of Unduplicated Number of Persons Serviced directly through the programs administered in-house by PADD staff during the month of January. Also included in the packet were, per program, the Unduplicated Number of Persons served through the subcontracted agencies for the month of January. These agencies include the Senior Centers, West Kentucky Allied Services and Legal Aid. All program details were included in the handout packet and questions were directed to Ms. Ann Ponder Simpson.

2. REGIONAL TRANSPORTATION COMMITTEE

Chair Cantrell called on Judge Kenny Wilson to give the Regional Transportation Committee's report. Judge Wilson reported 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 22, 2018. A summary of the coordinated planning process was included in the handout packet.

3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Cantrell called on Mr. Jeremy Buchanan for the Community and Economic Development Committee report. Mr. Buchanan began the report by sharing that there were eight Area Development Fund requests. Mr. Buchanan is working with 14 more requests for future board action. The Ballard County Fiscal Court is requesting Area Development Funds in the amount of \$3,919 to assist in making renovations to the courthouse. Due to the age of the facility, several county offices have required electrical upgrades to meet the demands of the offices. In the past year, the county has made over \$7,435 in electrical upgrades to the clerk's office and the county attorney's office. ADF funds would be used to recoup some of those expenses. The Calloway County Fiscal Court is requesting Area Development Funds in the amount of \$2,193 help offset the cost of installation of a handicap accessible playground at Central Park. The Murray/Calloway County Parks Department has been working toward the completion of the playground for the last two years which costs in excess of \$42,000. The final work requires an additional \$7,000 to install turf for wheelchair access which will finish the project. The Carlisle County Fiscal Court is requesting Area Development Funds in the amount of \$3,290 to help offset the cost of repairs completed recently to the Milburn Gym. The work included repairing the side of the building's exterior where some of the brick had fallen off. The work stopped the future deterioration of the facility. The Milburn Fire Department serves as the agency who takes care of the facility. They completed this work and are seeking reimbursement in the amount of the County's Area Development Fund allocation. The City of Bardwell is requesting Area Development Funds in the amount of \$1,096 to aid in the purchase of a compressor which will be used as an air compressor and a generator on city work sites. The unit cost approximately \$2,894.98. The city will be responsible for any additional funds needed to implement the project. The Graves County Fiscal Court is requesting Area Development Funds in the amount of \$4,706 to assist in making renovations to the courthouse. Specifically the project was to install a new entry door on the south side of the courthouse. The improvements cost in excess of \$4,846. The ADF funds would go to recoup some of these costs. The City of Mayfield is requesting Area Development Funds in the amount of \$1,462 help offset the purchase of office equipment for the City. Specifically, the equipment is a new desk for the Fire Chief/Ambulance Director, which costs approximately \$4,000. The City will be responsible for the additional funding needed to implement the project. The City of Benton is requesting Area Development Funds in the amount of \$1,097 to reimburse the city on the purchase of a Kawasaki Mule UTV. The total cost of the vehicle was \$8,055. The McCracken County Fiscal Court is requesting Area Development Funds in the amount of \$13,335 to assist with making improvements to Carson Park. The fence around the track is in dire need of replacement, and the County is in process of procuring the work which is estimated to be in the \$35,000 to \$40,000 range. **Judge Greg Terry moved to approve all eight requests and Mr. Perry Turner seconded the motion and it passed unanimously.**

Mr. Buchanan concluded the report with information in the handout packet including a listing of projects in the region that were submitted to the state clearinghouse in March.

C. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS

1. COMMODITY AND FOOD BANK TASK FORCE

Chair Cantrell called on Ms. Frances Hamilton, Chairperson for the Commodity and Food Bank Task Force, for the report. Ms. Hamilton reported in the Commodities and Supplemental Food Program, a total of 160,889 pounds of food were distributed in the 3rd quarter of Fiscal Year 2018 to approximately 1,721 seniors in the 8 counties of the Purchase. The Emergency Food Assistance Program disbursed 175,501 pounds of commodities to an average of 2,480 households in the 3rd quarter of the Fiscal Year. In addition, an average of 2,103 meals were served each month through one soup kitchen. The Food Bank Program disbursed 255,223 pounds of commodities during the 3rd quarter; this program includes 29 food pantries and 4 soup kitchens. Among the three programs, a total of 591,613 pounds have been distributed. The Feeding American Backpack Program is currently serving 338 children in 14 schools.

Ms. Hamilton concluded her report with sharing that April 2nd was the end to the Legal Food Frenzy campaign. Ms. Hamilton thanked the local law firms that participated in the campaign and the official results from the Kentucky Association of Food Banks and the Attorney General's office will be reported at the May meeting.

2. WATER MANAGEMENT COUNCIL

Chair Cantrell called on Mr. James Smith for the Water Management Council report. Mr. Smith began by stating that the Environment Protection Agency had released the Sixth Drinking Water Infrastructure Needs Survey and Assessment. He noted that a full report could be found for review in the handout packet. Mr. Smith then shared Kentucky's Projected Needs by Category for the next 20 years: Distribution and Transmission, \$6.321 billion; Treatment, \$929.7 million; Storage, \$648.8 million; Source, \$206.7 million; and, Other, \$126.2 million.

Mr. Smith continued and shared that as a result of implementing asset management, some utilities are documenting larger capital investment needs than they had previously anticipated. Many utilities are only in the very early stages of developing an asset management program, as evidenced by the reliance of most survey respondents on the survey's baseline pipe replacement rate. That baseline rate of 0.5% percent per year, or 10% over 20 years, reflects the current documented rate of replacement of pipe within the drinking water industry. A 0.5% per year replacement rate inputs a 200-year life to pipe.

Next, Mr. Smith reported that just over 12% of the total national drinking water infrastructure need (\$57.6 billion), is related to compliance with the SDWA Regulations. Most of the regulatory need involves the upgrade, replacement or installation of treatment technologies.

Mr. Smith noted that PADD staff are working on cleaning up and expanding the Water Resource Information Portal (WRIS) with regards to engineering procurement procedures. Changes at the federal level have required state procurement procedures to be reviewed. This only reflects projects that receive any portion of its funds through the Federals.

The Kentucky Infrastructure Authority (KIA) has established a Workgroup that includes everyone who uses the WRIS Development. More information about the specifics can be found in the handout packet.

In conclusion, Mr. Smith announced that KIA had created a new loan program and KIA Fund C Surplus/Equipment Loan. These loans are designed to fund specific types of equipment available through the Kentucky Federal Surplus Property Program and do not have to be associated with a project. These are small loans that range from \$5,000 to \$50,000 and have a 5 year term at a rate of 2%.

3. BUSINESS LENDING REPORT

Chair Cantrell called on Mr. Arthur Boykin for the Business Lending Report. Mr. Boykin shared the activities during the past month: Mr. Maxwell and staff had a total of 7 contacts with local commercial/small business bankers, 6 client contacts, resulting in 4 applications being delivered, 4 community outreach contacts with local chamber and economic development groups, and 2 Technical Assistance servicing calls on existing clients within our current loan portfolio.

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Cantrell called on Ms. Dee Taylor for the Workforce Innovation and Opportunity report. Ms. Taylor referred to page 72 of the handout packet and shared that since the beginning of the fiscal year in July 2017, 200 individuals had received nearly \$1.1 million in tuition assistance for postsecondary training. Ms. Taylor then referred to page 73 the Kentucky Career Centers listing 1,207 full and part time job openings. Ms. Taylor noted that the job openings were in health care, transportation, assembly/light manufacturing, business services, and agriculture and that applications could be found at the local Career Center.

In conclusion, Ms. Taylor stated that in the handout packet were several hiring events for the month of April.

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 PADD staff continues to make revisions to the Region's Hazard Mitigation Plan as directed by the Federal Emergency Management Administration (FEMA). A response to FEMA's latest set of comments were submitted on April 4, 2018, and staff were advised that it had been passed from review with the University of Kentucky Hazard Mitigation Grant Program staff to FEMA as of April 12, 2018.

D. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION - No Report
2. JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION – No report

E. ANNOUNCEMENTS

Chair Cantrell called on Ms. Jennifer Beck Walker, Executive Director, for announcements. Ms. Walker shared that Cabinet Secretary Hal Heiner had resigned from the Cabinet of Education and Workforce Development and been appointed by the Governor to the State Board of Education. Ms. Walker then shared that the ADD Directors Retreat in April was held in Natural Bridge State Park with federal funding partners from USDA Rural Development, the Economic Development Administration, and the Small Business Administration in attendance.

In conclusion, Ms. Walker reminded the local Mayors of their next Purchase Area Leadership Symposium (PALS) session on Tuesday, April 17th at 2pm at Paducah City Hall. Mr. Bill Fraser shared that former Ballard County Judge/Executive Bob Buchanan had passed during the past week and Ms. Walker noted that something would be sent to the funeral from the Board and Staff.

IV. ADJOURNMENT

Mr. Pete Galloway moved to adjourn, Mr. Kenneth Rowland seconded the motion, and the motion passed unanimously.

Chair, Mayor Teresa Rochetti-Cantrell

Secretary, Judge/Executive Kenny Wilson